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Present: John F. Fairbanks, Laila J. Michaud, Joseph E. Flanagan

**CALL TO ORDER**

Mr. Fairbanks called the meeting to order at 7:00 p.m. in the Selectmen’s Office at Town Hall. Mr. Fairbanks announced that the meeting was being broadcast live and recorded by Ashburnham Westminster Community Access TV; he also confirmed with those present that no other party was taking an audio or video recording of the meeting.

**PUBLIC COMMENT PERIOD**

Don Barry will continue to work on the drug disposal program and would like to be on the agenda in September.

**APPROVAL OF MINUTES / WARRANTS**

Joe Flanagan moved that the Board accept the minutes of August 9, 2010. The motion was duly seconded and passed unanimously.

Joe Flanagan moved that the Board accept the following warrants. The motion was duly seconded and passed unanimously.

8/16/2010	Payroll	#9	\$170,027.02
8/16/2010	Accounts Payable	#10	50,395.43

**HEARINGS / OTHER SCHEDULED MATTERS**

Cultural Council Appointment

Valerie Antoniac submitted a letter of interest for appointment to the Cultural Council. The Council supports this appointment. Laila Michaud moved that Ms. Antoniac be appointed to the Cultural Council. The motion was seconded by Joe Flanagan and passed unanimously.

Tree Warden Appointment

Operational Review of Water/Sewer Enterprise Funds

The Chair of the DPW requested that these two items be postponed until August 30, 2010 when the Director of DPW returns from vacation.

Operational Review – Ambulance Billing

Fire Chief MacAloney was in attendance to discuss the recommendations by Roselli, Clark & Associates. The Auditors recommended that the Town purchase a second ambulance and retain the current ambulance as a backup. The write-off policy for billing and collection services for the ambulance operation was discussed. Currently Coastal Medical Billing, Inc. will notify people with delinquent accounts three times prior to sending to a credit bureau and the funds stays in accounts receivable. The Fire Chief will

draft a policy that clearly communicates necessary review procedure for ambulance receivables. A new receipt turnover policy has been put into place that will notify the Town Accountant and the Treasurer/Collector of money collected and deposited by Coastal Medical Billing.

## **NEW BUSINESS**

### FEMA Reimbursement Forms

Expenses incurred during the March rainstorm were eligible for 75% reimbursement from FEMA. The Fire Department has completed the paperwork. Joe Flanagan moved to allow Town Administrator Karen Murphy to be the signatory authority for this reimbursement request. The motion passed unanimously with a second from Laila Michaud.

### HUD Community Challenge Grant Program

MRPC has applied for a HUD Community Challenge Grant which will fund a comprehensive plan for the development for a 2.5 miles radius of the Wachusett Station. Upon motion by Laila Michaud, it was unanimously voted to authorize Mr. Fairbanks to sign the grant application. John Fairbanks seconded the motion.

### HUD Grant – Sustainable Development

MRPC has invited the Town to participate in a regional plan for sustainable development for the Montachusett Region. The Planning Board has reviewed the project and is in support of the project. Laila Michaud moved to allow John Fairbanks to sign a letter of support and if funded, the Town is committed to being a member of the Montachusett Regional Plan for Sustainable Development consortium and agrees to send a representative to attend bi-monthly meetings over the grant's three-year project timeline. The motion passed unanimously.

### Old Town Hall Reuse

At Selectman Flanagan's request and in an effort to provide guidance to a revitalized Town Hall Reuse Committee, Board members discussed their views on the reuse of the building. Mr. Fairbanks stated that he is not in favor of spending any additional town funds on the building and does not support retaining the building for municipal use, as he considers it financially unfeasible. He suggested that the Committee be asked to provide a report with its recommendations for reuse by September, 2011. Ms. Michaud stated that she would be in favor of asking the Town Planner to assist in identifying potential funding sources for renovating the building and that she would like to have an assessment of the immediate maintenance needs of the building. She also expressed support for looking into the possibility of using the building as a community center. Mr. Flanagan generally agreed with Ms. Michaud, but noted that there would have to be substantial benefits identified in supporting the retention of the building by the Town.

### Meeting Schedule

Board members tentatively agreed to meet on Wednesdays throughout the remainder of 2010. The schedule will be finalized at the Board's next meeting.

Chambers Advisory Group

Chambers Advisory Group will provide an analysis of telephone services and assist with identifying areas of potential cost savings and increased efficiencies in all areas of telecommunications. Town Administrator Karen Murphy requested that the Board authorize her to sign the agreement and related authorizations between Chambers Advisory Group and the Town. For a period of twelve months, Chambers will receive 50% of the savings realized from any changes that the Town authorizes. John Fairbanks moved that the Board vote to authorize Karen Murphy to engage the services of Chambers Advisory Group. The motion was duly seconded and passed unanimously.

Library Supplies

John Fairbanks moved to sign contracts with Baker and Taylor and Ingram Library Services for the purchase of library materials. The motion was seconded by Joe Flanagan and passed unanimously.

Agricultural Commission Appointment

The Agricultural Commission has requested that Andy Hertel be appointed as a full member, rather than an alternate. The Board requested that Mr. Hertel submit a letter of interest.

Massachusetts Broadband Institute

Massachusetts Broadband Institute was recently awarded funding to construct over 1,100 miles of fiber-optic cable in north central and western MA. They have asked every community involved to designate a single point of contact for this project, suggesting a Town Administrator, Planner, or Select Board member. Karen Murphy will be the primary contact. Domenica Tatasciore will be the secondary contact until she becomes a full-time employee.

**8:24 p.m. EXECUTIVE SESSION**

John Fairbanks moved that the Board enter into executive session to conduct strategy with respect to collective bargaining; further, that the Chair declare that an open session may have a detrimental effect on the bargaining position of the Town, and that the Board adjourn directly from executive session. Ms. Michaud seconded the motion. The motion passed unanimously on a roll call vote.

**ADJOURNMENT**

The Board adjourned from executive session at 8:50 p.m.

Joseph E. Flanagan, Clerk  
(prepared by S. Kalagher)