

**Town of Ashfield  
Select Board Meeting Minutes**

**March 09, 2015**

The Ashfield Select Board meeting was held on Monday March 9, 2015 at the Ashfield Town Hall at 7:00 P.M. There were approximately 1 audience members in attendance. There were 3 audio recorders in use.

**Previous Select Board meeting was February 23, 2015**

**Select Board:** Tom Carter-Chair (absent), Ron Coler-Vice Chair, Todd Olanyk

**Executive Administrator:** Mary Fitz-Gibbon

**Assistant Municipal Clerk/Scribe:** Lynn Taylor, Scribe

**Meeting called to order by the Chair @ 7:00 P.M.**

**Agenda for 03/09/2015 (document 1)**

**Payroll Warrant WP15-19 dated March 09, 2015 (document 2)**

**Vendor Warrant W15-19 dated March 09, 2015 (document 3)**

**Minutes:**

2/23/2015 Minutes (**document 4**): **MOTION:** Olanyk makes a motion to approve the minutes of 2/23/2015 as submitted, seconded by Coler. Friendly amendment from Coler capitalization correction. **VOTE 2-0-0**

3/2/2015 Minutes: going to hold off and review at 3/11/2015 meeting with the Finance Committee.

**Appointments:** None

**New Business:**

- a. Accept resignation of Asst. EMD (**document 5**): **MOTION:** Coler makes a motion to accept the resignation from Kyle Taylor as Asst. EMD with regret, seconded by Olanyk. **VOTE: 2-0-0**
- b. Appoint final Town Administrator Search Committee member: **MOTION:** Coler makes a motion to appoint Juliet Jacobson as the 5<sup>th</sup> and final member to the Town Administrator search committee, seconded by Olanyk. **VOTE: 2-0-0** discussion: Fitz-Gibbon advises the Board that she will be contacting the members of search committee and set up an initial meeting and will also contact the Personnel Board. Coler has a lot of questions that he would like answered he asks Fitz-Gibbon to put this topic on the Agenda for 3/19/2015.
- c. Accept resignation of cultural Council Chair/member (**document 6**):  
**MOTION:** Olanyk makes a motion to accept the resignation from Dawn Fessenden as cultural Council Chair with regret, seconded by Coler. **VOTE 2-0-0**

Coler questions Fitz-Gibbon on how she handles resignations, she replies she either sends a letter or a card thanking them for their service.

**Old Business:**

- a. Town Hall use application, Ashfield Community theatre (**document 7**):  
Olanyk has spoken with David Knowles from Ashfield Community Theatre and contacted Stuart Harris from the Town Hall Building Committee he would like the three people to get together and discuss the stage lighting issue. Olanyk feels the two committees have very different opinions regarding the stage lighting. Olanyk suggests going ahead and approve the application seeing the theatre will need the space soon. **MOTION:** Coler makes a motion to approve the Town Hall use application for the Ashfield Community theatre for May 22-23, May 29-30, set up and rehearsals May 5-21, seconded by Olanyk. Discussion: after realizing that they had plenty of time to get all three people together before needing this signed and the concerns Carter had regarding Memorial Day conflicts the SB decides to withdraw the motion. Coler withdraws the motion and asked Fitz-Gibbon to

have this issue part of the agenda for the SB meeting of 3/19/2015. Olanyk was going to reach out to both Harris and Knowles.

- b. April 6, 2015 Special Town meeting discussion: Fitz-Gibbon has drafted STM memo regarding STM needs (**document 8**) Board reviews the items slated for the STM numbers are still preliminary.
- c. Sign final Liquor license transfer, Local Licensing Authority form for transfer of the Ashfield Lake House liquor license to Lakeside Park Improvement, Inc. (**document 9**) The Board at a previous meeting had already discussed and voted to sign the transfer of the license. The Board had been waiting on paperwork before endorsing the transfer now the paperwork is completed, both Olanyk and Coler sign.
- d. FRCOG Local Technical Assistance Funded projects: (**document 10**)
- e. Proposed personnel Policy changes: nothing back from Town Counsel Fitz-gibbon was asked to add to the 3/19/2015 meeting.
- f. Report on recent assessor's meeting in Buckland associated with Buckland/Ashfield town line discrepancies. Coler distributes a letter of Transmittal (**document 11**) regarding an Assessor meeting he attended in Buckland to discuss Town line discrepancies. Coler gives a quick overview of the meeting, Coler's feeling is everyone is working very well together and he does not see that this is going to be an issue getting things worked out between the Towns.

### **Liaison Reports:**

Olanyk has not had time to meet with Tom.

Coler distributes a Letter of Transmittal regarding a computer issue in the Police Department (**document 12**) Coler gives an overview of the meeting they had, present at the meeting was Chief Wilder, Officer Bernier, Paul Swem, David Kulp, Joel Mollison, Mary Fitz-Gibbon and Ron Coler (as Tom Carter Liaison to Police was out of Town) The issue is the server in the Police Department is failing and needs to be replaced ASAP.

Coler also shares with the Board that post meeting Paul Swem shared that he will after 12 Yrs. of service for the Town will be wanting to wind down his Tech

support for personal reasons. We will have to start looking for a new Computer Tech soon.

Coler received an email from Gloria Pacosa in regards to the survey of the Town Common property and her property. Coler contacted the survey company he had forgotten about it, however will be getting it to Gloria very soon.

**Mail:** none

Discussion of upcoming meetings 3/11/2015, 3/16/2015 with Fin Com/ SB, Coler feels that the SB should meet on 3/19/2015 to sign the warrant and do any other Sb business that needs to be taken care of. Olanyk prefers the 18<sup>th</sup> for the meeting however, it is fine with meeting on the 19<sup>th</sup> as long as it is very very short he has other plans for that night.

**Public Comment:**

Paullette Leukhardt wanted to point out that a lot of things were being added to the 3/19/2015 meeting, would not help keeping it short for Olanyk. She wanted to be clear on the upcoming meeting dates for the Board. She wanted Fitz-Gibbon to be sure there was enough time for getting the warrant for STM posted correctly.

Olanyk makes a motion to adjourn, seconded by Coler.

Adjourned at 8:25 PM

**Document list**

1. Agenda 03/09/2015
2. Payroll Warrant WP15-19 dated March 09, 2015
3. Vendor Warrant W15-19 dated March 09, 2015
4. 2/23/2015 Minutes
5. Resignation of Asst. EMD
6. Resignation of cultural Council Chair/member
7. Town Hall use application, Ashfield Community theatre
8. STM memo regarding STM needs
9. Ashfield Lake House liquor license to Lakeside Park Improvement, Inc.
- 10.FRCOG Local Technical Assistance Funded project
- 11.Letter of Transmittal regarding an Assessor meeting attended by Coler
- 12.Letter of Transmittal regarding a computer issue in the Police Department

Note: These minutes were discussed, amended, and approved at the Select Board meeting dated 1/16/15 and filed in the folder of the actual date of the said minutes