



Town of Ashland

MASSACHUSETTS

BOARD OF SELECTMAN MINUTES October 5, 2016 – 7:00 PM Town Hall

Vision Statement – *The Town of Ashland will be a prosperous and fiscal sound community with a full range of housing, business, cultural, educational and recreational opportunities in a safe and attractive environment for residents and visitors.*

Mission Statement - *The Ashland Board of Selectmen is dedicated to promoting responsible fiscal management, advocating for sustainable development & growth and providing excellent municipal services which will enhance the quality of life in our diverse community. The Ashland Board of Selectmen is committed to providing clear goals and objectives for Town management and creating effective engagement and public participation with residents, state legislators and other elected officials in order to achieve our mission.*

Call Meeting to Order

Joe Magnani called the meeting to order at 7:00 PM. Present at the meeting was Chair Joe Magnani, Vice-Chair Carl Hakansson, Yolanda Greaves, Rob Scherer, Steve Mitchell, Town Manager Michael Herbert and Assistant Town Manager Jennifer Ball.

Joe Magnani announced that the meeting was be taped and broadcast live on WACA TV.

Joe Magnani led the Pledge of Allegiance.

Citizen's Participation

Mark Dassoni, Hawthorne Rd., asked about the town's water supply and how much longer stage two will be in effect. Joe Magnani responded that the water restrictions will last until the levels reach 292 feet and the levels are currently at 272 feet. Jenn Ball responded that the emergency connection through Southborough is completed, however the Ashland will only draw when necessary and the three aquifers replenish based on how the water is drawn. Jenn also explained that DPW monitors usage throughout the town and citation have been issued.

Jenn Ball announced that the negotiations were completed with the union in Executive Session and the Board voted to ratify an MOU with the Clerical Union.

Rob Scherer asked for an explanation of the robo-call protocol. Jenn Ball explained that the Police Dept. has authorization to send call requests to Code Red, the robo-call vendor, to initiate an emergency alert via robo-calls. Typically Michael Herbert approves the proposed message and when it is pushed out. Rob asked for a more formal process and procedure when the calls are used.

Scheduled Hearings Appearances

Livery License – JJ Reli Car Service

Joe Magnani read the notice for the livery license and opened the public hearing.

Jermaine Johnson, 37 Oregon Rd., appeared before the Board and explained he reason for pursuing the livery license.

Joe Magnani stated that no emails or correspondence have been received concerning this proposal. In addition, Joe explained a Class D license is required to transport under 16 individuals. Mr. Johnson confirmed that transportation will be arranged by appointment only.

Yolanda Greaves asked and Mr. Johnson responded that he is in the process of creating a website and will also use Facebook. Yolanda asked Mr. Johnson about the volume of business. Mr. Johnson responded that community need as well as his interest are both reasons for proposing the business.

Steve Mitchell asked whether approval by the Police have been obtained and fees paid. Jenn Ball confirmed both.

Rob Scherer asked and Mr. Johnson responded that he currently has one vehicle, 2007 GMC Yukon, to conduct the business and may be looking to add a second vehicle. The Board stated that Mr. Johnson must come back before the Board if another vehicle is added.

Marilyn Folly, 24 Oregon Rd., asked what type of vehicle will be used and whether the zoning in the Oregon Re. area changed. Ms. Folly asked about the hours of operation and the number of employees.

Richard Nicoli, 29 Oregon Rd., explained that he has no concerns or complaints regarding Mr. Johnson's proposed business.

Steve Mitchell moved to close the public hearing. This motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

Yolanda Greaves moved to approve the Livery License for Jermaine Johnson under the business name JJ Reli Car Service as presented. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Friends of the Ashland Library – Update on BAA Grant

None.

Consent Agenda

Steve Mitchell moved to approve the Consent Agenda as presented. This motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

Special Event Request – October 17th at 1:00 pm – Fun run Road Permit Which will include Main Street, Summer Street, Park Road, Cherry Street and Pleasant Street as shown on the attached map.

Old / New Business

FY 17 State 911 Incentive Grant - \$31,876

Joe Magnani discussed the two part grant with Chief Davis and explained that the first part \$31,876 will be used to cover the cost for attending the In Service Training for 911 and Peace Applications. Joe explained that the second part of the grant will be used to upgrade the 911 and Peace App systems.

Rob Scherer asked if the Chief is authorized to sign the contract. Joe Magnani responded that the grantee or the author of the grant is authorized to sign.

Nyanza Site Historical Marker

Joe Magnani read an email from Len Rabinowitz, a high school history teacher, requesting the Board's approval to establish a historical marker that the high school student would be involved in completing.

Steve Mitchell suggested asking Mr. Rabinowitz to submit a proposal and involve Dan Borelli who also expressed interest in a similar effort.

BAA Grant – Creation of Sub Committee

Jenn Ball explained the idea of creating a 2-person Sub Committee to review the BAA Grant Applications. The Sub Committee would meet head of the Board's review of the applications, in order to flesh out the applications, obtain missing information or address answers to any questions, with an eye towards expediting the overall review process.

The Board discussed go-forward reporting requirements to ensure grant money is effectively spent.

Steve Mitchell suggested tasking the Sub Committee with reviewing all open grants.

Yolanda Greaves moved to create a 2-person Sub Committee to review the BAA Grant Applications for this cycle. The motion was seconded by Rob Scherer with a unanimous vote of 5-0-0.

Carl Hakansson moved to appoint Steve Mitchell and Rob Scherer to the BAA Grant Sub Committee. The motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

Request To Work on Columbus Day – Approve Work for October 10th

Yolanda Greaves moved to approve work to be conducted on the West Union Sewer Project on Monday October 10, 2016 from 7:00 am until 5:00 pm. The motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Selectman Appointments

Nyanza Advisory Group – Meredith Schiller, Citizen at Large

Meredith Schiller appeared before the Board and explained her interest in the Nyanza Advisory Group and how her background will lend itself to the effort.

Yolanda Greaves moved to appoint Meredith Schiller to the Nyanza Advisory Group as one of the Citizens at Large for a term that expires on 8/31/17 with the possibility of extending. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Conservation Commission – Greg Wands

Yolanda Greaves moved to appoint Greg Wands to the Conservation Commission for a term that expires on 8/31/18. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Town Managers Appointments

None.

Town Manager Reports

Election Prep – November Election

Jenn Ball explained the procedures for implementing the early voting law, which is similar to absentee ballot voting without a specific explanation. Voting will start on October 24th on Mondays, Tuesdays and Thursdays 8:00 am to 4:00 pm, Wednesday 8:00 am to 7:00 pm, Friday 8:00 am to 1:00 pm, on November 4th 8:00 am to 12:00 pm, and Saturday October 29th 9:00 am to 2:00 pm. Early voters will be removed from the November 8th voter lists, however their vote will not be counted until the Election Day.

Rob Scherer asked and Jenn Ball responded that the town's voting machines are not Internet based and therefore not vulnerable to hacking.

Upper Charles Trail

Jenn Ball reported that the Upper Charles Trail RFP closed and four bids were received.

Board Reports

Carl Hakansson

Carl reported that he attended the Ghost Walk held by the Historical Commission and found it very interesting.

Rob Scherer

Rob mentioned the Parker Dr. water drainage and bleeding process and asked if it is something the town should revisit and explain again, given the current drought and water restrictions.

Steve Mitchell

Steve attended the September 26th Celebration of Life Luncheon at the Community Center.

Steve gave a shout out to Needham Bank for celebrating their one year anniversary.

Steve noted that on October 6th is the first Lions Senior Breakfast and on October 8th is the last outside Farmers Market.

Steve mentioned that the MWRTA is taking over the management of the Commuter Rail parking lot in Framingham, and Steve suggests Ashland look into a similar model.

Yolanda Greaves

Yolanda attended the September 26th Celebration of Life Luncheon at the Community Center.

Yolanda was also at the Needham Bank one year anniversary celebration.

Yolanda also found the work that the MWRTA is doing in downtown Framingham very valuable.

Yolanda will be attending the MMA Legislative Breakfast in Wellesley.

Joe Magnani

Joe attended the September 26th Celebration of Life Luncheon at the Community Center.

Joe attended the first Liaison meeting and gave a shout-out to Brittany Iacaponi for the budget layout.

Joe attended the CPC meeting last night and the constitution on the town was reviewed and discussed.

Joe reported that on October 15th 11:00 am to 2:00 pm the Ashland Fire Dept. will hold their open house, the Traffic Study Committee will meet on October 6th, and on October 28th the annual Halloween Parade will take place.

Joe mentioned that a recent Rte. 126 community meeting concerning Fusion Restaurant was productive, but the community's general angst is that the new owners did not change the establishment's name. Joe and Yolanda ensured the residents that the new owner is committed to changing the past reputation.'

Joe asked all to remember the Food Bank with the holiday's coming up.

Adjournment

Yolanda Greaves made a motion to adjourn. The motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.



Town of Ashland

MASSACHUSETTS

Legal Notice Public Hearing Notice

Notice is hereby given that the Board of Selectmen will conduct a hearing on a Livery License. A Livery License allows the applicant to provide ride service by appointment:

Jermain Johnson
37 Oregon Road
Ashland, MA 01721

A public hearing will be held on the matter at the Ashland Town Hall, 101 Main Street Ashland, MA on Wednesday October 5, 2016 at 7:15 P.M.

Persons wishing to be heard on this matter are invited to attend the public hearing at the date and time noted above. Interested parties who are unable to attend the hearing may submit written comments to the Selectmen's Office, Town Hall 101 Main Street, Ashland, MA 01721 or by e-mailing Susan Robie at srobie@ashlandmass.com

Joseph J Magnani, Jr.
Chairman
Board of Selectmen



Town of Ashland

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Livery License Request

- √ License Applicant – **Jermain Johnson**
- √ Name of Business – **JJ Reli Car Service**
- √ Address - **37 Oregon Road Ashland MA 01721**
- √ Hours – **By Appointment Only**
- √ Number of Vehicles - **1 – 2007 GMC Yukon**
- √ CORI Check **Completed**
- √ Notification of Abutters - **Completed**
- √ Business Certificate – **Has Applied**
- √ Proof of Insurance - **Received**
- √ Driving Record – **In good standing**

37 Oregon Rd



Image capture: Sep 2011 © 2016 Google

Ashland, Massachusetts

Street View - Sep 2011





Town of Ashland

MASSACHUSETTS

BOARD OF SELECTMAN Minutes September 7, 2016 – 6:00PM Town Hall

Call Meeting to Order

Joe Magnani called the meeting to order at 6:00 PM. Present at the meeting was Chair Joe Magnani, Yolanda Greaves, Rob Scherer, Steve Mitchell, Town Manager Michael Herbert and Assistant Town Manager Jennifer Ball.

Joe Magnani made a motion to go into Executive Session pursuant to G.L. c 30A section 21 (a) (6) review and release of Executive Session Minutes related to the purchase of real-estate property. This motion was seconded by Steve Mitchell with a unanimous vote of 4-0-0. (Hakansson)

Joe Magnani announced that the meeting was be taped and broadcast live on WACA at 6:30PM

Citizens Participation

Kurt Rosenbaum, Intern with for the Planning Department expressed interest in the Planning Department. He explained that he feels that he is ready to take another role in town. Board members thank Kurt for all he has done, but explained they are not the appointing authority for staff.

Scheduled Hearings/Appearances

Finance Update – Brittany Iacaponi

Brittany Iacaponi, Finance Director updated the Board on the FY17 budget. She explained that local receipts are higher than projected, but that is due to permitting on the RTD. Brittany also reported that the free cash number is higher than anticipated, but part of that is attributed to RTD permitting and FEMA reimbursements from 2 years ago.

Dr. Greens Indoor Golf – Liquor License Public Hearing

Joe Magnani read the public hearing notice to open the public hearing. Joe Magnani asked that members representing the application to come forward.

James Moses, the applicant, explained that he and his business partners are seeking to open Dr. Greens Indoor Golf Center (IGC) at 200 Homer Avenue. Jim explained that he feels this is a great opportunity for the community and a great business opportunity for owners.

Joe Magnani asked if any of the owners have experience with serving alcohol. Jim Moses said that they do not have prior experience, but understand the responsibility associated with serving alcohol. The operating hours will be 9:00 am to 11:00 pm, but serving of alcohol will be 11:00 am to 11:00 pm. The applicants are hoping to be open by November. Board members have suggested adding an ID scanner to avoid serving those who are underage.

Steve Mitchell reiterated that all staff must complete the TIP certification training onsite or in a classroom. No online certifications are accepted. Steve Mitchell also recommended alcohol dispensing systems and designated smoking areas.

Yolanda Greaves made a motion to close the public hearing on Dr. Greens IGC. This motion was seconded by Steve Mitchell with a unanimous vote of 4-0-0. (Hakansson).

Yolanda Greaves made a motion to approve the All Alcohol License for Dr. Greens IGC with serving hours of Sunday – Saturday from 11:00 am to 11:00 pm. This motion was seconded by Steve Mitchell with a unanimous vote 4-0-0. (Hakansson).

Fusion Restaurant – Liquor License Public Hearing

Joe Magnani read the public hearing notice to open the public hearing on the Transfer of License.

Johnny Ng (Yun Wah Ng) is the applicant for the transfer of license. Johnny Ng stated that the hours of operation will be Sunday noon – 10:00 pm, Monday – Thursday 11:30 am to midnight, and Friday and Saturday 11:30am to 1:00 am.

Steve Mitchell wanted to understand the relationship the Diep's will have with the business. Mr. Ng said there is no relationship. Yolanda Greaves asked when the proposed opening date is. Johnny explained that he is hoping to open in October or November.

Mike Kennefick explained that he has been working with 2 other attorneys on an agreement for many months and he explained that there is no risk with the liquor license if a default was to happen.

Steve Mitchell made a motion to close the hearing. This motion was seconded by Yolanda Greaves with a unanimous vote of 4-0-0. (Hakansson)

Yolanda Greaves made a motion to approve the transfer of license of Fusion Restaurant with hours of operation would be Sunday noon – 10:00 pm, Monday – Thursday 11:30 am to midnight and Friday and Saturday 11:30am to 1:00 am. This motion was seconded by Steve Mitchell with a unanimous vote of 4-0-0. (Hakansson)

Marathon Park Mural Update

Steve Greenberg, America Blvd., representing the Ashland Sporting associations presented a mural that he has been working on with Eagle Scout Don Jones. Steve explained that the mural will be located at Marathon Park and the funding has come from BAA Grants and the Ashland Athletic Association.

Don Jones explained that he was looking for a project to complete his requirement to become an Eagle Scout and found this project to be interesting and the reason he selected it.

Steve Greenberg explained that he is hoping to have the mural completed by October 29th and will have an unveiling ceremony.

Consent Agenda

Acceptance of \$114,500 from Audubon as part of the Conservation Restriction for Warren Woods received on August 23, 2016.

Approve Minutes, August 3; Executive Session Minutes of April 6

High School Group under the direction of Mr. Muri and Mr. Wiczer has requested the use of the Pavilion for a color splash run to raise money for the Make a Wish Foundation on October 16, 2016.

Yolanda Greaves made a motion to approve the items on the consent agenda. This motion was seconded by Steve Mitchell with a unanimous vote of 4-0-0. (Hakansson)

Old / New Business

Michael Herbert explained that the Police Department will be sponsoring a Liquor Compliance Seminar again this year. Michael said that they received great feedback from the seminar held last year so the Police Department decided to use the same company again this year.

Request for Variance for Noise

Joe Magnani explained that the Board will not need to take action on this because no action is required per the town bylaws.

Assign Street Names

Steve Mitchell made a motion to assign the street name Burnham Circle to the new road located off of AC Whittemore Dr. This motion was seconded by Yolanda Graves with a unanimous vote of 4-0-0 (Hakansson).

Open Meeting Law Complaint

Yolanda Greaves moved to approve the response to the open meeting law complaint filed by Steve Morgan and amended as we spoke. This motion was seconded by Steve Mitchell with a unanimous vote of 4-0-0 (Hakansson)

Community Impact Tool

Craig Seymour, President and Managing Principal of RKG Associates, explained what a Community Impact Tool is and how the tool will assist the Town of Ashland. Craig Seymour said that the tool is a simple one, but will allow the Planning Board to review the fiscal impacts developments have on the community and potential alternatives.

Joint Meeting with Planning Board 7:15

Preston Crow, Planning Board Chair, called the meeting to order.

Preston Crow explained that the Planning Board recently had a member resign. Preston explained that the members of the Planning Board interviewed both candidates and they have selected John Rossi to fill the vacancy.

John Rossi, 39 Lorraine Drive said that he is happy to have been selected to serve on the Planning Board.

Dale Buchanan moved to appoint John Rossi to the Planning Board with a term that will expire on 5/16/17. This motion was seconded by Yolanda Greaves with a unanimous vote of 7-0-0 (Hakansson).

Preston Crow explained that the Planning Board will recess and move downstairs to complete the two remaining items on their agenda.

Selectman Appointments

Nyanza Advisory Group

Joe Magnani explained that a request was made to create a new committee from the Citizen's Action Group. Board members discussed what the objective is and whose appointment it should be. Michael Herbert explained that he has worked on a draft charge, which would give a focus for this committee. Board members felt that this committee should be appointed by the Board of Selectmen.

Yolanda Greaves made a motion to create the Nyanza Advisory Group as a subcommittee of the Board of Selectmen, with one member from the Board of Selectmen, one member from the Conservation Commission, one member from the Board of Health, and two members at large with the group managed by the Town Manager. This motion was seconded by Steve Mitchell with a unanimous vote of 4-0-0. (Hakansson)

Town Manager Reports

Emergency Water Connection

Michael Herbert explained that either he or Jenn Ball will be attending a meeting seeking an emergency water connection. Michael explained they are prepared to answer questions on what steps the town has taken since the last request for an emergency water connection.

“Star Party” at Ashland High School

Michael Herbert explained that he is proposing that the Board of Selectmen consider sponsoring a “Star Party” on October 8th at Ashland High School.

Steve Mitchell made a motion that the Board of Selectmen will become a sponsor of the “Star Party Initiative”. This motion was seconded by Yolanda Greaves with a unanimous vote of 4-0-0.

FY2018 Budget Calendar

Michael Herbert explained that we are looking to change the budget schedule for FY18. Brittany Iacaponi reported that she has issued budget instructions and the due date for budget submissions is November 1st. Brittany said that the Finance Committee will hold budget hearing in January and those hearing will be televised.

The Board members thanked Brittany for the budget calendar and were impressed with level of detail.

DCR Meeting Update

Michael Herbert explained that he and Jenn Ball met with DCR to address concerns raised by the Board and members of the community. Michael explained that many ideas came out of the discussion and that the Board will need to continue to work with the state to address their concerns.

National Citizens Survey

Jenn Ball explained that she has been working on citizen survey and the sample survey went out to 2,700 households, made up of approximately 500 households per precincts.

Yolanda Greaves asked of 2,700 how many have been completed. Jenn mentioned that 670 households have completed the survey which represents about 25%. Jenn explained that she is planning to close the survey as of September 16th.

Board Reports

Rob Scherer

Rob reminded everyone that there is an election tomorrow. Rob also was wondering if the Board will be getting a briefing from the Town Clerk concerning the November elections.

Michael Herbert explained that memo will be sent out.

Steve Mitchell

Steve attended the September 1st Council on Aging Meeting and he explained that they are concerned about 9C cuts and the impact on their funding.

Steve also noted that on September 26th a celebration of life will take place at the Community Center at noon.

Steve explained that the Arts Ashland Alliance and the Friends of the Ashland Library will be “Beat Bus” 11:00 am to 1:00 pm on Saturday.

Yolanda Greaves

Yolanda explained that she attended Focus 40, which was a discussion about planning transportation needs thru 2040.

On Friday Yolanda will be representing the Board at the 9/11 ceremony.

On September 15th Yolanda will be attending the MetroWest Regional Collaborative meeting in Wayland.

Yolanda noted that next Tuesday 9/13 at Framingham Town Hall, Mass DOT will be present taking public input on the new tolling system.

On September 19th there will be a Marijuana Forum at Ashland High School.

Joe Magnani

Joe mentioned that the state election is tomorrow and reminded everyone to get out and vote.

Joe thanked everyone that worked at the Kids Spot Pavilion all summer long and kept the bathrooms open and clean.

Joe thanked Roy Correia and David Foster for all their assistance at the Stone Park Pavilion.

Joe explained that the "Summer Concerts and Movie Nights" were a huge success.

On September 17th will be Ashland Day from 11 am to 4 pm.

Joe reported that an auction will be held on September 16th at the American Legion.

Lastly Joe thanked management for all the hard work. He also wants to remind people to work together.

Thoughts and prayers to Linda and Billy and their family.

Adjournment

Yolanda Greaves made a motion to adjourn. The motion was seconded by Steve Mitchell with a unanimous vote of 4-0-0.

Documents used as backup:

Road name request, resignation, Talent Bank Form, Budget Report, RTD Impact Model, Dr. Greens Liquor Application, Fusion Liquor Application, Marathon Park Mural, August 3, 2016 Minutes, Request for Color Splash, Liquor Compliance Training Flyer, Request for Waiver, OML Complaint 8/15/16, List of Approved Street Names, Nyanza Advisory Group, Friends of the Library Star Party, DEP Emergency Declaration, Budget Development Calendar, Open Meeting Law Complaint.



Town of Ashland

MASSACHUSETTS

Special Event Request

- √ Type of Event – **Community Fun Run**
- √ Organization Information – **Friends of the Ashland Public Library**
- √ Location of Event – **Downtown – Main Street, Summer Street, Park Road and Pleasant Street.**
- √ Date and Hours of Event – **Saturday October 17th at 1:00 pm**
- √ Event Plan – **Map attached**
- √ Public Safety Notification – **Public Safety has been notified**
 - Contact the Fire and Police Departments for requirements
- √ Notification of Abutters – **Not Required**
- √ Point of Contact – **Betsy Emberley**

Re: [boardofselectmen:9267] Permit for Second Annual Fun Run Around the Town

1 message

Betsy Emberley <president@friendsoftheapl.com>

Fri, Sep 23, 2016 at 6:53 PM

To: Keith Robie <krobie@ashlandfire.com>

Cc: Susan Robie <srobie@ashlandmass.com>

Hi Keith,

Here's the route we're using this year (starts and ends at the library):



-Betsy

On Wed, Sep 21, 2016 at 2:11 PM, Scott Boothby <sboothby@ashlandfire.com> wrote:

Hi Betsy,

I will forward this to Capt. Robie for his review. He handles all events.

He should get back to you shortly.

Thanks,

Scott

Scott Boothby

Fire Chief/Emergency Management Dir

Ashland Fire Department

sboothby@ashlandfire.com

508-532-7993

On Wed, Sep 21, 2016 at 12:25 PM, Betsy Emberley <president@friendsoftheapl.com> wrote:



The Commonwealth of Massachusetts
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY
STATE 911 DEPARTMENT

151 Campanelli Drive, Suite A ~ Middleborough, MA 02346
Tel: 508-828-2911 ~ TTY: 508-828-4572 ~ Fax: 508-828-2585
www.mass.gov/e911



CHARLES D. BAKER
Governor

\$ 31,876

DANIEL BENNETT
Secretary of Public Safety
and Security

FRANK POZNIAK
Executive Director

September 20, 2016

Chief Craig W. Davis
Ashland Police Department
137 Main Street
Ashland, MA 01721

Dear Chief Davis:

The Commonwealth of Massachusetts, State 911 Department would like to thank you for participating in the **FY 2017 State 911 Department Support and Incentive Grant** program.

For your files, attached please find a copy of the executed contract and the final approved Appendix A: Personnel List for your grant. Please note your contract start date is **September 20, 2016** and will run through June 30, 2017. Please keep in mind that there shall be no reimbursement for costs incurred prior to the effective date of the contract and all goods and services **MUST** be received on or before June 30, 2017.

Reimbursement requests should be submitted to the Department within **thirty (30) days** of the date on which the cost is incurred. We have made the request for payment forms available on our website www.mass.gov/E911. For any questions related to this process, please contact Michelle Hallahan at 508-821-7216. Please note that funding of reimbursement requests received more than three (3) months after the close of the fiscal year under which costs were incurred cannot be guaranteed.

If, in the future, you would like to make any changes to the authorized signatory, the contract manager, and/or the budget worksheet, please e-mail those proposed changes to 911DeptGrants@state.ma.us. Grantees are strongly encouraged to submit final, year-end budget modification requests on or before April 14, 2017.

Sincerely,

Frank P. Pozniak
Executive Director

cc: FY 2017 Support and Incentive Grant File



COMMONWEALTH OF MASSACHUSETTS - STANDARD CONTRACT FORM

This form is jointly issued and published by the Executive Office for Administration and Finance (ANF), the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. Any changes to the official printed language of this form shall be void. Additional non-conflicting terms may be added by Attachment. Contractors may not require any additional agreements, engagement letters, contract forms or other additional terms as part of this Contract without prior Department approval. Click on hyperlinks for definitions, instructions and legal requirements that are incorporated by reference into this Contract. An electronic copy of this form is available at www.mass.gov/osc under Guidance For Vendors - Forms or www.mass.gov/osd under OSD Forms.

CONTRACTOR LEGAL NAME: <u>Town of Ashland</u> (and d/b/a): <u>Town of Ashland Police Department</u>		COMMONWEALTH DEPARTMENT NAME: <u>State 911 Department</u> MMARS Department Code: <u>EPS</u>	
Legal Address: <u>(W-9, W-4, T&C) 101 Main Street, Ashland, MA</u>		Business Mailing Address: <u>151 Campanelli Drive, Suite A, Middleborough, MA 02346</u>	
Contract Manager: <u>Craig Davis</u>		Billing Address (if different):	
E-Mail: <u>cdavis@ashlandpd.org</u>		Contract Manager: <u>Cindy Reynolds</u>	
Phone: <u>508-532-7999</u>	Fax:	E-Mail: <u>911DeptGrants@state.ma.us</u>	
Contractor Vendor Code: <u>VL6000191703</u>		Phone: <u>508-921-7299</u>	Fax: <u>508-628-2585</u>
Vendor Code Address ID (e.g. "AD001"): <u>AD001</u> (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): <u>CT SUPG</u>	
		RFI/Procurement or Other ID Number: <u>FY2017 SUPG</u>	

<input checked="" type="checkbox"/> NEW CONTRACT	<input type="checkbox"/> CONTRACT AMENDMENT
PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> <u>Statewide Contract</u> (OSD or an OSD-designated Department) <input type="checkbox"/> <u>Collective Purchase</u> (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> <u>Department Procurement</u> (includes State or Federal grants 815 CMR 2.00) (Attach RFR and Response or other procurement supporting documentation) <input type="checkbox"/> <u>Emergency Contract</u> (Attach justification for emergency, scope, budget) <input type="checkbox"/> <u>Contract Employee</u> (Attach <u>Employment Status Form</u> , scope, budget) <input type="checkbox"/> <u>Legislative/Legal or Other:</u> (Attach authorizing language/justification, scope and budget)	Enter Current Contract End Date <u>Prior</u> to Amendment: ____, 20__. Enter Amendment Amount: \$ _____. (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.) <input type="checkbox"/> <u>Amendment to Scope or Budget</u> (Attach updated scope and budget) <input type="checkbox"/> <u>Interim Contract</u> (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> <u>Contract Employee</u> (Attach any updates to scope or budget) <input type="checkbox"/> <u>Legislative/Legal or Other:</u> (Attach authorizing language/justification and updated scope and budget)

The following **COMMONWEALTH TERMS AND CONDITIONS (T&C)** has been executed, filed with CTR and is incorporated by reference into this Contract.
 Commonwealth Terms and Conditions Commonwealth Terms and Conditions For Human and Social Services

COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00.
 Rate Contract (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended)
 Maximum Obligation Contract Enter Total Maximum Obligation for total duration of this Contract (or new Total if Contract is being amended). \$ 31,876.⁰⁰

PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days __% PPD; Payment issued within 15 days __% PPD; Payment issued within 20 days __% PPD; Payment issued within 30 days __% PPD. If PPD percentages are left blank, identify reason: agree to standard 45 day cycle statutory/legal or Ready Payments (G.L. c. 29, § 23A); only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)

BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) For disbursement of funds under the State 911 Department FY2017 PSAP and Regional Emergency Communication Center Support and Incentive Grant as authorized and awarded in compliance with program guidelines and grantee's approved application.

ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:
 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date.
 2. may be incurred as of ____, 20__, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date.
 3. were incurred as of ____, 20__, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.

CONTRACT END DATE: Contract performance shall terminate as of June 30, 2017, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.

CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached Contractor Certifications (incorporated by reference if not attached hereto) under the pains and penalties of perjury, agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form including the Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

AUTHORIZING SIGNATURE FOR THE CONTRACTOR:
 X: [Signature] Date: 9/6/16
 (Signature and Date Must Be Handwritten At Time of Signature)
 Print Name: Craig W. Davis
 Print Title: Chief of Police

AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:
 X: [Signature] Date: 9/20/16
 (Signature and Date Must Be Handwritten At Time of Signature)
 Print Name: Frank Pozniak
 Print Title: Executive Director

[boardofselectmen:9272] Nyanza Site Historical Marker

1 message

Len Rabinowitz <lenrabinowitz@comcast.net>
To: boardofselectmen@ashlandmass.com

Wed, Sep 21, 2016 at 1:06 PM

All:

I would like to get a historical marker placed at the Nyanza Superfund Site. How would I go about getting this done?

As a history teacher of 25 years- 15 in Ashland- I can assure you that it is legitimate local and national history. I believe we may be able to get it on the National Register of Historic Places. It is certainly one of the first EPA superfund sites; it may be the first.

I would also like to get students involved in this project. Getting a memorial of some kind placed there would be a great project for local kids.

Please let me know your thoughts.

Sincerely,

Len Rabinowitz

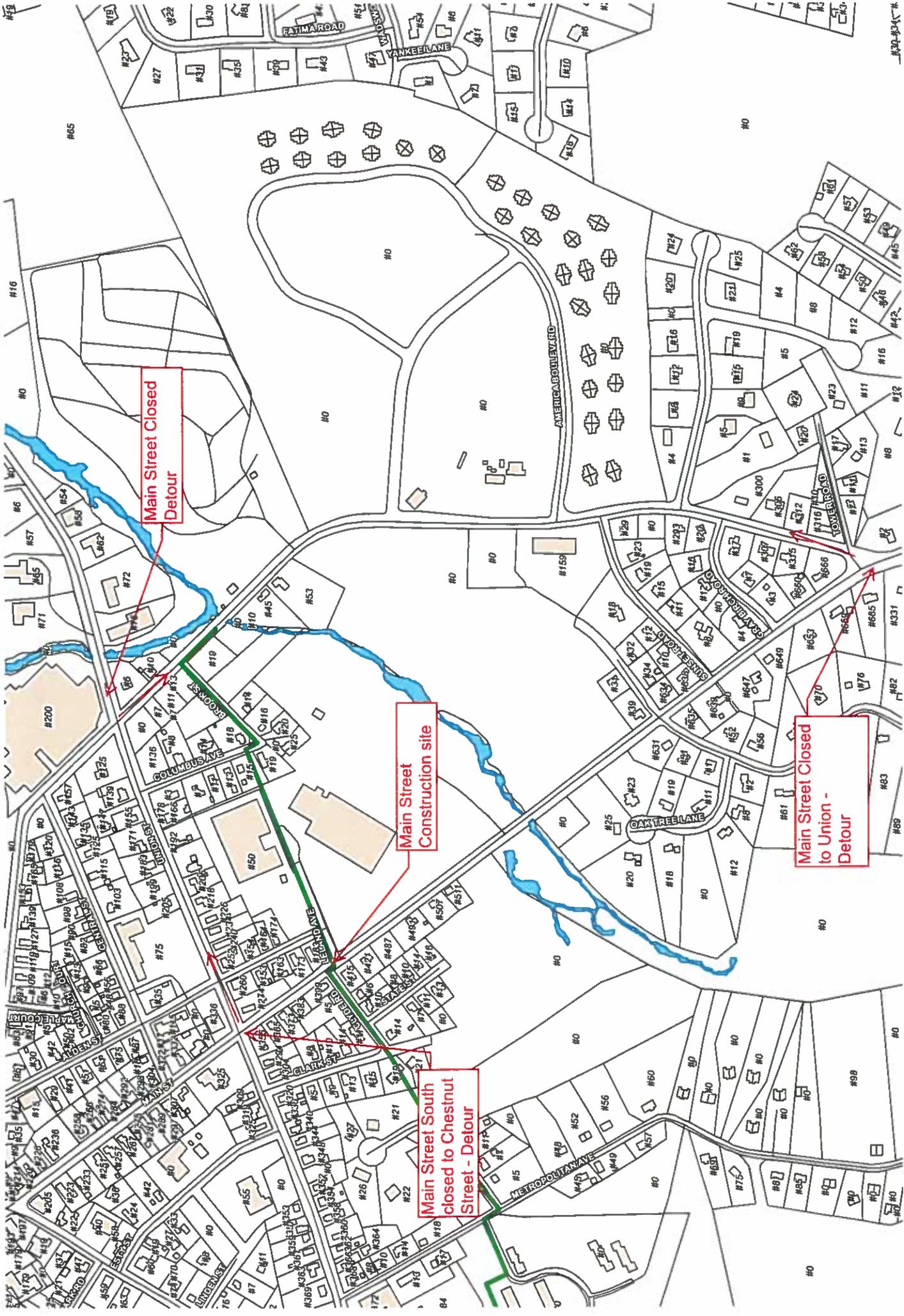
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You received this message because you are subscribed to the Google Groups "Board of Selectmen" group. Visit this group at <https://groups.google.com/a/ashlandmass.com/group/boardofselectmen/>. To view this discussion on the web visit <https://groups.google.com/a/ashlandmass.com/d/msgid/boardofselectmen/000201d2142a%248141f0d0%2483c5d270%24%40comcast.net>.

HALEY AND WARD MEMORANDUM

PROJECT: West Union Transmission Sewer Replacement
PRUPOSE: To request approval to work on the Columbus Day Holiday Oc. 10, 2016
TOWN: Ashland
ENGINEER: Gregory J. Eldridge, Haley and Ward, Inc.
CONTRACTOR: M.E. Smith

- ME Smith working under Contract No. 118 for the Town of Ashland to replace the Wets Union Transmission Sewer.
- ME Smith is requesting approval to utilize construction equipment in the Ashland roadways on October 10, 2016.
- In accordance with Town of Ashland By-Law Section 204-3 Paragraph B.3., approval to operate construction equipment on a Holiday must be approved by the Police Chief or the Board of Selectmen.
- Me Smith has made this request to take advantage of the Holiday, which affords no bus traffic and no trucking by Kidde-Fenwall.
- The work to be conducted by ME Smith includes replacement of the sewer main, manholes and water main across Main Street, from Leland Avenue to Clarke Street.
 - M.E. Smith anticipates the time to install the water and sewer across Main street will be 3-4 days.
 - During this work (estimated 3-4 days) M.E. Smith must shut down Main Street to vehicle traffic, due to depth of excavation, size of the excavating equipment and location of utilities.
 - The intent is to open the roadway to vehicle traffic by 5:00 pm and close it at 7:00 am, unless otherwise required by the Police Department.
- Haley and Ward and M.E. Smith will work with the Police Department and School Department to set up the appropriate detour route.
 - The preliminary that Haley and Ward will propose to the Police Department utilizes Chestnut Street as the detour.
 - Attached is a schematic plan of the area, with the potential detour route for your information.



Main Street Closed
Detour

Main Street
Construction site

Main Street Closed
to Union -
Detour

Main Street South
closed to Chestnut
Street - Detour



Sewer Project

1 message

Susan Robie <srobie@ashlandmass.com>

Tue, Oct 4, 2016 at 12:26 PM

To: Board of Selectmen <boardofselectmen@ashlandmass.com>

Bcc: "Susan Robie, Ashland" <srobie@ashlandmass.com>

We just received a call requesting permission to work on Monday (October 10th - Columbus Day 7:00 am to 5:00 pm) from Rich who is handling the West Union Street Sewer Project. He explained that they need to shut down Main Street near Leland Ave and thought doing this on the holiday would work best because the traffic would be less and there will be no buses that would be impacted. He also said that he expects this portion of the work to continue thru Thursday but Monday would be the most crucial.

I will add this information to the packet for discussion on Wednesday night.

Thank you,

Susan Robie

Executive Assistant
Town Manager / Board of Selectmen
Town of Ashland
101 Main Street
Ashland, MA 01721

Direct [508-532-7921](tel:508-532-7921)
Fax [508-881-0174](tel:508-881-0174)

Please remember when writing or responding, the Massachusetts Secretary of State has determined that e-mail is a public record.

Appointed



Susan Robie <srobie@ashlandmass.com>

Online Form Submittal: Talent Bank Form

1 message

noreply@civicplus.com <noreply@civicplus.com>
To: srobie@ashlandmass.com

Fri, Sep 23, 2016 at 3:33 PM

Talent Bank Form

Page 1

TALENT BANK FORM

From time to time, positions become available on committees appointed by the Board of Selectmen. Positions are not always readily available. Each committee or position has a different commitment level that is needed in order to be an effective member. Committees meet on a regular schedule, typically once or twice a month in the evening. Some committees require members to gather and review information outside of the meetings that are held. Committee chairs or staff is able to provide a better understanding as to the commitment that is needed for each position.

Upon receipt, your Talent Bank Form will be reviewed by the Town to determine if a current match exists between your desire to serve and openings that currently exist. Your application will be added to the list of volunteers who have expressed an interest in serving. We thank you for your interest in serving the Town of Ashland and returning this application.

Name	Meredith Schiller
Email Address	memieschiller@gmail.com
Address	10 Empire Circle
City	Ashland
State	MA
Zip Code	01721
Home Phone	5083093377
Cell Phone	5083095365

Page 2

I am interested in serving the Town in the following positions: *Field not completed.*

Finance Committee is appointed by the Town *Field not completed.*

Moderator

Other: Nyanza Advisory Board

BACKGROUND:

Employer BioBridges

Position Director, Clinical Operations

Education BS Psychology

Page 3

Please describe any training/experience you possess

I have been a part of Ashland Citizens Action Committee so I understand the challenges and complexities surrounding Nyanza. I have a scientific background (clinical) so can follow and understand the scientific discussions that are going to occur with the Nyanza Advisory Board. I am committed to the safety of the public health.

Please describe other skills and interests

Computer literate, excellent communication skills (verbal and written), able to lead teams and work with others.

Please describe your government or community volunteer experience (Ashland or elsewhere)

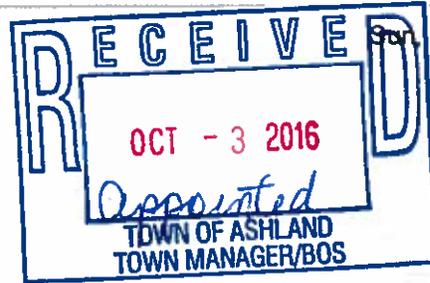
Formerly part of New York Public Interest Group (NYPIRG); former Ashland Girl Scout Troop Leader, current member of AEFI Board.

Email not displaying correctly? [View it in your browser.](#)

Online Form Submittal: Talent Bank Form

1 message

noreply@civicplus.com <noreply@civicplus.com>
To: srobie@ashlandmass.com



Oct 2, 2016 at 4:41 PM

Talent Bank Form

Page 1

TALENT BANK FORM

From time to time, positions become available on committees appointed by the Board of Selectmen. Positions are not always readily available. Each committee or position has a different commitment level that is needed in order to be an effective member. Committees meet on a regular schedule, typically once or twice a month in the evening. Some committees require members to gather and review information outside of the meetings that are held. Committee chairs or staff is able to provide a better understanding as to the commitment that is needed for each position.

Upon receipt, your Talent Bank Form will be reviewed by the Town to determine if a current match exists between your desire to serve and openings that currently exist. Your application will be added to the list of volunteers who have expressed an interest in serving. We thank you for your interest in serving the Town of Ashland and returning this application.

Name	Gregory Wands
Email Address	greg.wands@gmail.com
Address	12 Meadowbrook Ln
City	Ashland
State	MA
Zip Code	01721
Home Phone	508-881-4158
Cell Phone	508-380-9667

Page 2

I am interested in serving the Town in the following positions: *Field not completed.*

Finance Committee is appointed by the Town *Field not completed.*

Moderator

Other: Conservation Commission

BACKGROUND:

Employer GlaxoSmithKline (Cambridge MA)

Position Senior Scientist

Education BS Microbiology University of Massachusetts at Amherst

Page 3

Please describe any training/experience you possess

Career scientist with 28 years of experience in the eastern Massachusetts Biotech/Pharma industries. Have held positions in several "start-up" companies as well as large global health care companies. Trained in scientific methodologies of discovery research, late stage development and manufacturing of biologic drugs for human disease indications. Strong background in biology, chemistry and physics; as well as working in a highly regulated environment. Certified in IATA DGR (International Airline Transport Association -Dangerous Goods Regulation) compliance training. DOT (Department of Transportation) certified under 49 CFR 172.700 Subpart H for the handling of hazardous materials.

Please describe other skills and interests

My interests in outdoor activities include hiking, biking, back-country skiing, camping and boating (Certified NAUI SCUBA diver). I have interests in aviation; being a licensed private pilot (single-engine land rating) and a life time member of the 452nd Bomb Group Association. My interests in outdoor activities include hiking, biking, back-country skiing, camping and boating (Certified NAUI SCUBA diver). I have interests in aviation; being a licensed private pilot (single-engine land rating) and a life time member of the 452nd Bomb Group Association. Proponent of land preservation for outdoor recreational opportunities and habitat conservation. Member of Mass Audubon, Trustees of Reservations, Appalachian Mountain Club and Sudbury Valley Trustees. Other skills include gardening, landscaping pond building and wetland restoration.

Please describe your government or community volunteer experience (Ashland or elsewhere)

Volunteer basketball coach for the Newton Athletic Association Boys Pony League (13-14 y.o.), for four seasons. Trustees of Reservations volunteer for data collection of active piping plover nests (Ipswich MA). Ashland Open Space and Recreation Committee, Ashland Land Stewardship Committee and Warren Woods Master Plan Ad-Hoc Committee.

Email not displaying correctly? [View it in your browser.](#)

Memorandum

Town Clerk

To: Michael Herbert, Town Manager, Jennifer Ball, Assistant Town Manager
From: Tara M. Ward, Ashland Town Clerk
Date: 9/27/2016
Re: Early Voting in Ashland

Dear Michael,

In factoring in the amount of work required for early voting (Please see attached).

The dates of Early Voting are as follows:

Monday October 24 through Friday November 4 at 12 noon.

We will require the use of rooms B-C throughout this time period.

These rooms will be setup for election style voting only so we are unable to release them for other uses.

We will require additional staffing for this process. There will need to be at least 5 workers in rooms B-C to assist the voters.

The tentative schedule for this process is as follows:

Monday October 24 from 8-4 = 8 hours

Tuesday October 25 from 8-4 = 8 hours

Wednesday October 26 from 8-7 = 11 hours

Thursday October 27 from 8-4 = 8 hours

Friday October 28 from 9-2 = 5 hours

Saturday October 29 from 9-1 = 4 hours

No Sunday hours

Monday October 31 from 8-4 = 8 hours

Tuesday November 1 from 8-4 = 8 hours

Wednesday November 2 from 8-7 = 11 hours

Thursday November 3 from 8-4 = 8 hours

September 27, 2016

Friday November 4 from 8-12 = 4 hours

It should be noted that the Town Clerk's staff will be working before and beyond the end times in order to setup and process the daily ballots.

This adds up to a total of 83 hours to staff the early voting.

In addition to the early voting, the Town Clerk's office must staff the office for regular absentee voting as well as the UOCAVA voters.

It should be noted that along with this we must be open for daily business transactions including meeting postings so we would appreciate any and all support from other departments during this very busy time.

We will need signs outside to assist us with marking off the area as to where candidates may stand during this voting period.

I have already met with Lt. Beaudoin regarding being aware of the possibilities of many voters and traffic concerns.

We should all be reminded that this is a new voting process in Massachusetts under the State Laws so we ask everyone to be patient with us.

A very important reminder that this early voting process must be posted with the local newspapers at least twice. We are not required to pay for this as a legal ad.

In order for this process to succeed, the better chance we will have with a positive outlook and outreach.

Meaning the News, Cable, Website, Board of Selectmen's meetings, etc.

If you should you require further information please let me know.

Thank you-