



Town of Ashland, Office of the Select Board

SELECT BOARD MEETING (HYBRID) February 4, 2026 – 7:00 PM Town Hall, 101 Main Street, Ashland, MA

Present at the meeting were: Joseph Magnani (Chair), Claudia Bennett, Yolanda Greaves, Makeda Keegan (Remote), and Brandi Kinsman. Also in attendance were Town Manager Michael Herbert, Assistant Town Manager Katherine Bird, Assistant Town Manager Beth Reynolds, and Executive Assistant Susan Robie.

1. Call Meeting to Order

Mr. Magnani called the February 4, 2026 meeting to order at 7:01 PM, he announced that the meeting was being recorded and broadcast live by WACA-TV, and livestreamed on Facebook. Remote participation is available using the Zoom Video Conferencing platform, any disruption with the Video Conferencing Platform will result in the platform being shut down. In the event of a disruption, broadcasting will continue on WACA-TV and livestreamed on Facebook.

2. Citizen's Participation

Rob St. Germain, resident, stated that he has been asked to speak in regards to 71 Frankland Road / 0 Cross Street; he has reviewed some of the documents and it appears there was a commitment by the landowner. There are many who have articulated the value of these trails throughout the Comprehensive Plan process, it is a nice trail and is well used. If there is any way we can preserve it, it would be a good thing for the Town. Mr. Magnani stated that this would be discussed later in the meeting.

Joan Gonfrade, resident, inquired, and Mr. Magnani responded, that he has not yet received an answer from Town Counsel regarding questions pertaining to the 40B application. Ms. Gonfrade inquired if the Town is going to do a complete comprehensive water/sewer study that includes 40Bs; Mr. Magnani stated there was no plan to do a study of that magnitude, unless it can be one that is simpler in nature.

3. Scheduled Appearances

a. Verizon License Renewal Ascertainment Hearing.

Mr. Magnani read the Public Hearing Notice into the record; he thanked Barbara Chisholm, Ashland's Community Cable provider, and Verizon for their responsiveness in the renewal process.

Motion: Ms. Greaves motioned to open the hearing on WACA's cable renewal; the motion was seconded by Ms. Kinsman.

Vote: 5-0-0. The motion was approved.

Mr. Magnani mentioned that WACA-TV and Verizon's negotiated contract will expire in 2028.

Mr. Herbert read into the record his letter of support, citing WACA-TV as an invaluable resource for Ashland's residents and an important partner in the Town's effort to promote local government transparency and civic engagement, helping to keep residents informed and connected.

Robert Silver, volunteer announcer and field reporter with WACA-TV, discussed his affiliation with WACA-TV, that has been ongoing since 2015 when he partnered with his son, Jake Silver; Jake was an Ashland High School student who continued to work for WACA-TV, following his passion, despite his diagnosis. Mr. Silver believes that because of the opportunity provided by WACA-TV and Barbara Chisholm, Jake was able to pursue his dream of sports announcing and working in communications. Mr. Silver discussed the impact WACA made on his family, including announcing basketball games with his daughter Halle, who is also still part of the WACA family.

Board Members agreed that WACA has added tremendously to the community with the programming they offer, particularly since Covid, ensuring that the community has access. Board Members noted it is important to support WACA as they are a vital resource for local news; it is also a way for young people to get vocational and communications training. Board Members agreed that they hope Verizon will provide additional funding for WACA-TV.

Barbara Chisholm, Executive Director for WACA-TV, thanked Mr. Herbert, Superintendent Jim Adams, Deputy Chief Moraghan, Robert White and Joe White for their letters of support; they are proud to serve as Ashland's community media center and they look forward to many more years of partnership.

Attorney August thanked Mr. Herbert and Ms. Robie who are very responsive, as well as Barbara Chisholm and her Team, and Paul Beaudoin. Attorney August noted that according to the Cable Act, a needs ascertainment can remain open on an ongoing basis.

Motion: Ms. Greaves motioned to close the public hearing. The motion was seconded by Ms. Bennett.

Vote: 5-0-0. The motion was approved.

b. Beth Reynolds and Katherine Bird - Presentation on the Reconfiguration of Space at the Community Center and the Temporary Relocation of the Food Pantry. Presentation

Mr. Herbert expressed his appreciation for all that Ms. Bird, Ms. Reynolds, and the Community Center Team have done. This presentation will cover the personnel changes and the building itself. Mr. Herbert discussed the creativity that has gone into the reconfiguration project, which he stated is amazing.

Ms. Bird and Ms. Reynolds shared a slide presentation of the Community Center Improvement Project; the goal for the project is a comprehensive reconfiguration and refresh of the existing facility to address the current challenges, while improving and expanding services.

Ms. Bird discussed the time that she and Ms. Reynolds have spent at the Community Center with the staff there, as well as hearing from residents and volunteers. They realized that the limited space is restricting what Town staff could do to service the needs of the residents.

Ms. Bird reviewed current challenges:

- Insufficient Office and Meeting Spaces
- Program Interruption
- Accessibility and Pedestrian Safety
- Aging Infrastructure

Ms. Bird explained that this Plan will allow for a space for the Youth Coordinator, when not at the School office. The Plan will also allow for a space for the Social Work Intern, which is invaluable to the staff, while the intern gains real world experience.

Ms. Reynolds discussed the outdoor patio being on the Revitalization To-Do List for many years, it is currently inaccessible and unusable. Redeveloping this area will allow for better utilization of the full potential of the Community Center.

Ms. Reynolds discussed ongoing challenges related to safety and accessibility; she noted that the sidewalks that surround the facility are deteriorating, posing safety risks for pedestrians; this Plan will address long-term safety concerns to improve accessibility.

Food Pantry Reconfiguration: Ms. Bird explained they are moving the Food Pantry to the opposite corner of the lower level of the Community Center, allowing for a safer and more efficient space. There will be dedicated spaces for dry goods, cold goods, and for the carts as well.

Prevention and Human Services: The Prevention and Human Services Team will move downstairs to the same side on the lower level, creating staff offices, and a dedicated meeting space that will double as a space for the Youth Coordinator and Intern.

Weatherization: They will be adding some much-needed insulation in the attic, this will assist in making it a more energy-efficient building.

Great Room Floor: Ms. Reynolds explained that the Great Room is the most heavily used space in the Community Center, the flooring was installed approximately 15 years ago; over that time, it has developed areas of buckling. For safety reasons, the floors must be addressed.

Outdoor Patio: Ms. Reynolds explained that the Outdoor Patio has been closed for more than two years. This Project will create an accessible ramp from the sidewalk to the patio area. This space will also include a pergola with a shade structure, along with tables and chairs. The Patio will be open for use by both Recreation and Senior Center programs.

The Walkway: The Walkway which connects the front of the Community Center to the lower lot is deteriorating; this Project will create a safe, accessible walkway for everyone who visits the building; it is a high-traffic area and is essential that these areas are safe, durable and accessible.

Recreation Storage Area: Ms. Reynolds discussed the current Recreation storage area which is a large storage area that the new Food Pantry will be moving into; essentially, they are swapping spaces. Recreation will all be on one side, and that equipment will be safely stored. This Project will also create a new Art Room; currently the Art Room serves as both storage space and a limited tabletop workspace. As the Recreation Department expands programming and develops new opportunities, a redesigned, year-round Art Room will support that creative growth.

Ms. Bird discussed funding, the total estimated cost of reconfiguring and refreshing the space came in at \$490,000, with 87% being funded by non-taxpayer dollars. The remaining 13% will be funded by two previously approved capital projects. Earmarks are for the improvement of the Community Center and for pedestrian; Ms. Bird thanked State Legislators, Karen Spilka and Jack Lewis for their continued support.

Two approved Capital projects are the Walkway repairs and the Great Room floor; there are insurance recovery funds from the two floods that occurred in 2023 that will be utilized, as well as some of the Recreation revolving account funds. The remaining funding will be grants, donations and rebates. Ms. Bird thanked the Friends of the Council on Aging for their generous donation towards the work on the Patio, and Sam Riley, Sustainability Coordinator, for her work on the Green Communities Grant. There is an additional \$10,000 grant they will be applying for which is for the expansion and improvement of the Food Pantry; Ms. Bird thanked Araya Landry and Yucchabelle Cote for their work on that.

Ms. Reynolds discussed the Project Timeline. The Food Pantry will be moving tomorrow, February 5th, they will be moving to the Police Substation at 37 Pond Street; Ms. Reynolds thanked the Ashland Police for sharing their space and their assistance.

The sorting and organizing of the Recreation storage and Art Room is going to begin next week, leading into March. Ms. Reynolds explained that bids are due for the Construction piece of the Human Services Office and storage project on February 19th. Construction will begin in early March; they hope to have the Food Pantry back into its new space in May.

An IFB for the Patio project will be put out by the end of March, as well as for the Great Room floor. The Patio and Walkway will be done when the snow has melted, and the Weatherization project will happen in the summer.

Ms. Bird stressed the importance of keeping the Community Center Team together, it is one Team even though it is three separate Departments. The Team has an amazing energy, they know and understand the residents they work with. The Community Center is a major Volunteer Hub; including volunteers for the Human Services Department and the Food Pantry.

Ms. Reynolds stated that these improvements will enhance the programming currently offered and improve the quality of care, services and support. There are at least 60 volunteers in any given week; the community is fortunate to have a facility that brings together so many programs, events and essential services, supporting residents at each stage of life.

Ms. Bird discussed the long-term cost savings through the Weatherization project as well as more efficient and sustainable way to heat and cool the new spaces, they will be replacing lighting with LED lighting.

Ms. Bird thanked Doug Scott, Building Commissioner, for assisting them in getting the Plan to paper, Diane Mortensen for helping them put together their funding strategy, and the staff and volunteers for their hard work in preparing the space for the upcoming Project. This Project, once complete, will serve the residents and staff for many years to come.

Ms. Kinsman inquired, and Ms. Reynolds responded, that the Great Room will only be closed for a couple of days during the repairs; they will try to fit it in creatively, so that it does not impact any scheduled programming.

Ms. Bennett recognized the amount of community support that occurs in that building, it is a special place in the way it reaches so many residents of all ages and needs. Ms. Reynolds confirmed that the upstairs offices will remain.

Ms. Keegan expressed her appreciation for the care taken to ensure minimal impact to taxpayers for the funding of the Project, while making sure our neighbors are supported. Ms. Bird confirmed that all residents who utilize the Food Pantry have been notified; flyers have been put in their orders, and signs have been put up.

Ms. Greaves is glad to hear that the building will be getting some needed attention; she suggested they reach out to the Boy Scouts who may be looking for Eagle Scout projects to assist with the Patio furniture.

Mr. St. Germaine stated that Ashland is United and the Town Forest Committee are looking for meeting spaces; it would be helpful for holding larger events there as well. Mr. St. Germaine expressed being in favor of solar panels being installed in the parking lot and the use of geothermal wells.

4. Old/New Business

a. Review and Vote the Open Meeting Law Response to the Complaint Filed by Stephen Morgan, Regarding Executive Session Minutes dated January 3, 2024, January 31, 2024 and February 7, 2024.

Mr. Herbert noted there was a previous Open Meeting Law Complaint regarding the January 17th meeting related to contract negotiations and a misunderstanding related to documents.

Motion: Ms. Greaves motioned to approve the response to the Open Meeting Law Complaint filed by Steve Morgan; the motion was seconded by Ms. Bennett.

Vote: 5-0-0. The motion was approved.

b. Update on 40b Projects.

61 Waverly Street is currently in front of the Conservation Commission;

10-60 Main Street is not yet in front of Conservation Commission.

55 West Union Street's deadline to close the hearing is February 22nd; there is still a lot of information that needs to be provided by the applicant.

Ms. Bennett inquired as to what kinds of things may be reviewed by the Conservation Commission during the review. Carl Hakansson, Vice Chair of the Conservation Commission, explained that it depends on the project, and is based on the site locations. Mr. Hakansson discussed the challenges at 61 Waverly Street; he stated that the applicant is working to address the issues and has made significant progress.

c. Update on the Keefe Tech MSBA Program

Mr. Herbert reported that Keefe Tech was accepted for the MSBA Program; and so far, everything is on track. Mr. Herbert is looking to get clarity on whether it can be a debt exclusion; there are five member towns, and all would have to vote in favor.

d. Reminder that Warrant Articles for the Annual Town Meeting are due February 27, 2026.

Mr. Magnani reminded all that Warrant Articles are due by February 27, 2026.

e. Open Space per the Town of Hopkinton Special Permit - 71 Frankland Road – 0 Cross Street.

Mr. Magnani explained that they have received several correspondences in regards to 71 Frankland Road; there was some open space parcels, and part of the parcel was a parcel in Ashland which is 0 Cross Street, and it was deemed to be left in perpetuity as open space, as voted by the Town of Hopkinton. There is a possibility that the landowner is attempting to sell the Ashland parcel of land.

Susan Thorne, 181 Cross Street, thanked the Board for adding this to the agenda. Ms. Thorne explained when she and Tony attended the Hopkinton Planning Board meeting in 2019, they were assured by Seaboard Solar that the land would remain protected, but it was soon put on the market by Agilitas last March. The Special Permit is what governs that land, and requires open space use. The 1.8-acre parcel in Ashland was meant to be part of the entire 52 acres. There is a purchase option contract with a potential buyer; Ms. Thorne asked that any municipal permits related to 0 Cross Street be paused. Ms. Thorne requested that Town Counsel notify the prospective buyer that the parcel is subject to the Special Permit, as recorded at the Registry of Deeds, that requires open space use. Mr. Herbert suggested a letter be sent to Agilitas to let them know that our Building Commissioner will not / cannot

legally issue a building permit on that property with this restriction on it. The Board reviewed the draft letter of support.

Mr. Hakansson discussed someone related to the project had reached out to Conservation for delineation of the Wetlands; he noted that not only will they need the Building Inspector to be aware, but the Board of Health as well, as they would need a septic permit for this lot.

Motion: Ms. Greaves motioned that the Board submit the letter as presented by Mr. Magnani, and reviewed by Town Counsel, that we include the recipients of the current land owner, the person who has the agreement to purchase the land, and the Conservation Commission, Building Commissioner and Board of Health. The motion was seconded by Ms. Keegan.

Vote: 5-0-0. The motion was approved.

Roberta Soolman, Open Space Committee, noted that in May 2025, at Hopkinton's Annual Town Meeting, they accepted the gift of the (Hopkinton) land; the Chair of their Open Space Committee is checking into that, there was uncertainty as to whether they included Ashland. The Board agreed to copy the Hopkinton Open Space and Preservation Commission on the letter.

f. Open Meeting Law and Ethics Training.

Mr. Magnani noted that prior to tonight's meeting, an Open Meeting Law and Ethics Training class was presented by Town Counsel Lisa Mead. There were some recent revisions that have occurred, so it was very informative and many good questions were asked. Ms. Greaves requested that she would like to have Public Records Request on an upcoming meeting. Ms. Kinsman suggested the training material be sent out to all Board and Committee members. Ms. Robie suggested the video be put on the Town website; Board Members agreed.

g. Discuss a Date for the Select Board Volunteer Appreciation Breakfast.

Board Members discussed dates in March to hold the Select Board Appreciation Breakfast; Ms. Robie noted that she has checked on availability at the Community Center, and all Saturdays in March are available. Board Members agreed on March 21, 2026, 9:00 AM – 11:00 AM.

5. Consent Agenda

- a. Accept the Regular Session Minutes from January 21, 2025. Minutes
- b. Accept the Town Manager's Appointment of Matthew Bryant as a Local Building Inspector with a request to waive the 15-day waiting period.
- c. Accept the Town Manager's Appointment of Julie Tokarowski as a Social Worker with a request to waive the 15-day waiting period.
- d. Appoint Alex Mironovas to the Zoning Board of Appeals as an Associate member with an expiration of 8/31/26. Alex Mironovas

Motion: Ms. Greaves motioned to approve the Consent Agenda, which was seconded by Ms. Kinsman.

Vote: 5-0-0. The motion was approved.

6. Town Manager Report

a. MMA Conference.

Mr. Herbert gave an update on the Mass Municipal Association meeting he attended; Ms. Kinsman and Ms. Greaves were both in attendance, the sessions were good. The best benefit is getting together with colleagues from around the State; a lot of the talk was around financial issues; many are finding themselves in very similar situations.

b. Budget Update.

Mr. Herbert reported that it has been a couple weeks since the Tri-Board meeting, it feels like everyone is on the same page. The general government budgets will be done in a couple weeks; Mr. Herbert will prepare a presentation. Ms. Greaves inquired, and Mr. Herbert responded, he will provide the Board the information that the Department Heads presented on Monday. Ms. Greaves suggested a public forum with some of the Department Heads, with an opportunity for the public to ask questions; Ms. Keegan agreed this will help with public understanding and transparency. Ms. Greaves suggested that the Finance Committee budget meetings be televised.

Ms. Bird explained that they have received the final draft of the Collins Center Report Phase 1; Phase 2, Public Safety, is 90% done.

c. Update on the Utility Agreements and the total savings captured in 2025.

- 2025 Savings Agreement with Constellation which expires in December 2028.
- Agreement with Sprague which expires in April 2026.

Mr. Herbert reported that in Electricity bills, the Town saved \$143,000, and with Gas bills saved \$18,000; this is for most Town buildings.

Mr. Herbert acknowledged the tremendous work of the DPW, with the amount of snow and the cold temperatures, they have been going non-stop.

7. Board Reports

Yolanda Greaves: Ms. Greaves requested that the Comprehensive Plan discussion on creating the Implementation Committee be an upcoming agenda item. The Planning Board is requesting that we join them on February 26 to review the Housing Production Plan and look at the Comprehensive Plan Implementation Committee, and decide who will be the Select Board representative for that. Ms. Greaves discussed attending MMA, some of the sessions were good. There was a Conversation Session which Michael got to lead for MetroWest. Office Hours are Saturday morning at the Library; tomorrow is ribbon-cutting at Talento Futbol. As part of MMA Executive Board, she will attend their meeting in Boston and go to the State House.

Makeda Keegan: Ms. Keegan reported that she is looking forward to Select Board Office Hours on February 18th, and again on March 7th. She is looking forward to getting out and speaking to residents.

Claudia Bennett: Ms. Bennett attended a couple Conservation meetings, she also met with Rob St. Germaine who updated her on Stormwater. It was very interesting, there is a lot more to it than she realized. Ms. Bennett discussed DPW being funded by Stormwater fund.

Brandi Kinsman: Ms. Kinsman discussed attending MMA, budget was on the minds of everyone. The Governor released the budget, it will be interesting to see how that affects our budget once that gets through the House and Senate. Ms. Kinsman discussed how they talk about support to the communities, but it doesn't feel that they give communities what they need to be able to meet the needs of their residents. Ms. Kinsman will attend the Sustainability meeting tomorrow, and attended the Conservation meeting on Monday. Ms. Kinsman congratulated Eagle Scout Court of Honor recipient Austin Turncliff. Ms. Kinsman is looking forward to Select Board Office Hours at the Library on Saturday.

Joseph Magnani: Mr. Magnani will be meeting with students to discuss Nicotine Free Generation on February 10th at 3:00 PM at the High School. Mr. Magnani met with the Affordable Housing Trust; there will be a presentation and discussion with Beth Reynolds regarding the Olive Street property, and the potential project with the Affordable Housing Trust and the Habitat for Humanity. Mr. Magnani will be meeting with the Council on Aging tomorrow, it is his first meeting with them, and he is looking forward to it.

Mr. Magnani announced that people should check on their elderly neighbors during this cold weather.

8. Next Select Board Meeting – February 18, 2026.

The Board will next meet on February 18, 2026.

9. Adjournment.

Motion: Ms. Greaves motioned to adjourn; the motion was seconded by Ms. Kinsman.

Vote: 5-0-0. Motion was approved.

The motion adjourned at 9:47 PM.

Documents Reviewed during the February 4, 2025 meeting:

- Verizon License Renewal - Hearing Notice
- Verizon License Renewal - AFD Letter of Support
- Verizon License Renewal - APS Letter of Support
- 61 Waverly Street Project - Conservation - Update Summary -
- OML Complaint and Draft Response
- Keefe Tech MSBA Program Information
- 71 Frankland Road / 0 Cross Street Draft Letters from the Board
- Presentation: Reconfiguration of Space at the Community Center
- Minutes from January 21, 2025. Minutes
- Referral to appoint Alex Mironovas to the Zoning Board of Appeals

**LEGAL NOTICE
TOWN OF ASHLAND CABLE TELEVISION
LICENSE RENEWAL PROCEEDING**

The Town of Ashland Select Board, as cable television license Issuing Authority under MGL 166A, s. 1, will hold a public cable license renewal ascertainment hearing on **February 4, 2026, 7:15 p.m.** at Town Hall, 101 Main Street, Ashland as part of the Town's Verizon New England, Inc. cable television license renewal process. Interested persons may also attend and directly participate remotely through an electronic platform via the following Internet link:

<https://us02web.zoom.us/j/85482751264?pwd=jJDHMNt2KaBj4KUAEPk40WECrJCzn.1>

The hearing may also be viewed on Ashland's Verizon New England, Inc. Channel 45 and Comcast Channel 11.

The Verizon New England, Inc. license is due to expire July 11, 2028 and a public hearing is required pursuant to applicable law in connection with the cable license renewal process to allow the public an opportunity to comment on local cable needs and Verizon performance. Public comment is invited. For further information and copies of renewal records, contact the Town Manager's Office, Town Hall or Town cable counsel, William August at 617-548-3735. By order of the Select Board as License Issuing Authority.

RE: Extension and Amendment of Legal Services Agreement for Verizon license renewal

1 message

billaugust@epsteinandaugust.com <billaugust@epsteinandaugust.com>

Wed, Jan 21, 2026 at 12:16 PM

To: Susan Robie <srobie@ashlandmass.com>Cc: Michael Herbert <mherbert@ashlandmass.com>

Sue, Attaching the now fully signed extension and amendment of cable license renewal legal services agreement. Thanks!

Will draft Opening Statement for the hearing which helps the Select Board by providing a brief overview of the hearing and a statement to read to open the hearing. This is a needs ascertainment hearing to allow the public an opportunity to comment - Select Board don't take any actions or make final decisions ('no heavy-lifting'), as it is mostly a listening session, although it is good if they make a few very brief statements about the importance of Verizon continuing its strong support for Ashland local facilities, studio and local channels and other items that may be of interest to them. Best, Bill August

William August, Esq.

Epstein & August, LLP

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Cambridge, MA 02139

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Office tel. 617-951-9909

Email: billaugust@epsteinandaugust.com

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From: Susan Robie <srobie@ashlandmass.com>
Sent: Tuesday, January 20, 2026 11:25 AM
To: billaugust@epsteinandaugust.com
Cc: Michael Herbert <mherbert@ashlandmass.com>
Subject: Re: Extension and Amendment of Legal Services Agreement for Verizon license renewal

Dear Bill,

Attached is the signed extension of the contract you requested.

Additionally, I would like to discuss the first steps in opening the hearing and what the expectations are. Would it make sense to begin with a conference call between Michael, you, and myself? I am also curious about when Barbara should be included in the discussion.

Best regards,

Have a great day!

	<p>Susan Robie <i>Executive Assistant</i> <i>Town Manager/Select Board</i> Town of Ashland a: 101 Main Street, Ashland, MA 01721 p: 508-532-7921 f: 508-881-0171</p> 
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On Fri, Jan 16, 2026 at 10:46 AM <billaugust@epsteinandaugust.com> wrote:

Michael and Susan, Attached please find a short draft extension and amendment of our legal services agreement (with the existing agreement as an exhibit to the attached draft amendment). At your convenience, please let me know if any edits are needed or if you have any questions. Best good weekend wishes! Best, Bill August

William August, Esq.

Epstein & August, LLP

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To Whom it may Concern at The Town of Ashland and Verizon Cable,

I am excited to provide this letter to detail the benefits that WACA-TV Station in Ashland MA provides to the community and specifically to Ashland Community Theater (ACT).

I have lived in Ashland since 1994 and I have relied upon the WACA-TV station for all my community information: town meetings, public service communication, school committee meetings, select board meetings. In addition, they broadcast many of the events that happen in Ashland: Ashland Day, Farmers Markets, school sports and many community events.

The station serves the entire town and is greatly needed. It is a vital part of the community. They provide much needed and essential information that you cannot get from Local News, newspapers, or even social media.

My partnership with WACA-TV and Barbara Chisholm began in 2014 when I created Ashland Community Theater, not only did Barbara help me at the very inception of ACT. She enabled me to start my own Award-Winning show TV show on WACA "Behind the Curtain".

WACA-TV has filmed and aired all of our theater productions since 2014 –that is 23 theater shows that the public can see FREE over their local channels. FREE quality entertainment was provided for people who might not be able to get out of their homes or afford the cost to see a theater production.

Barbara and I have partnered not only on the monthly TV shows; we have done two Mini-Series (The Interns and Therapy Session) Therapy Sessions winning a Hometown media award for best comedy in 2017. We have also made full-length films (Nearly News and The Victorian House Catering Company) both have been to film festivals across the country. We also have partnered in making short films (The Halloween Elevator), winner of best short at the International Film Festival in 2020. And most recently "Murder at Rough Point" that has won numerous film festival awards and the biggest movie we have made was "Wish you Were There" that will be screened in March at Grauman's Chinese Theater for the world premiere.

WACA-TV offers great opportunities for young film makers, editors, and creative artists that without this station this creativity may not be cultivated.

An example of how important WACA TV is to the community, while we were in the middle of planning our 2020 year; you are aware that a global pandemic derailed everything.

But partnering with WACA TV and Barbara and her fantastic crew Paul, Alison, and Connor; we at Ashland Community Theater decided that we would not be held back.

In collaboration, we created FREE entertainment for the entire community. We did over 20+ hours of original material and entertainment. (ACT Players ACT-ING UP, The Pandemic Music Show, a short film ER Visit, many TV shows and a Holiday season show called HO-HO-HO the Santa Claus Chronicles)

So, when the community needed to be connected the most WACA TV and Barbara were there for the entire community providing FREE entertainment when it was desperately needed.

I cannot envision what this community would be without WACA TV and Barbara at the helm. She and I are true partners as we both aim for the same thing.

Making the community a community.

WACA TV Ashland is a vital part of Ashland and in my humble opinion without WACA and Barbara Chisholm in Ashland all of the residents of the community would suffer greatly.

If you want to reach out to me to discuss anything I can be reached at Ashlandcommunitytheater@gmail.com

Sincerely,

Joe White

Founder and Manager

Ashland Community Theater, LLC



Keith Robie
Chief of Department

Ashland Fire Department

12 Union Street
Ashland, MA 01721
508-881-0132



Lyn Moraghan
Deputy Chief

January 31st, 2026

To Whom It May Concern,

I am writing to express my strong support for WACA-TV, an invaluable resource for the Ashland community and the Ashland Fire Department.

While Ashland is small in size, our 20,000 residents are highly engaged and supportive of local services. WACA-TV serves as the primary media outlet for our town events and community programming.

The Ashland Fire Department has relied on WACA-TV's support since 1985. They are a critical partner in our ongoing mission to educate the public on fire prevention and life safety.

WACA-TV's local presence ensures that residents remain informed about both recreational and formal town events. Their uniquely local programming fosters community cohesiveness by highlighting shared interests and values. Losing access to this exceptional community-based resource would be a significant detriment to the citizens of Ashland.

Sincerely,

Lyn Moraghan
Deputy Fire Chief



February 4, 2026

To Whom It May Concern,

As Superintendent of Schools in Ashland, I am writing to express my support for WACA-TV, an invaluable resource for the Ashland Public Schools and the Ashland community as a whole.

Ashland Public Schools serves about 2,800 students. Our parents, students and staff are highly engaged and supportive of local services. WACA-TV serves as the primary media outlet for our School Committee meetings, athletic events, and other high school social events.

WACA-TV has been a critical partner to the Ashland Public Schools and the School Committee. It provides an important service to record and broadcast twice-monthly School Committee meetings to the town. WACA-TV's local presence ensures that Ashland residents are continually informed about school events and school budget issues. Thank you for your continued support of this important resource.

Be well,

A handwritten signature in black ink, appearing to read 'James Adams', written in a cursive style.

James Adams
Superintendent of Schools

Ad Preview

TELEVISION LICENSE
RENEWAL
LEGAL NOTICE
TOWN OF ASHLAND CABLE
TELEVISION
LICENSE RENEWAL
PROCEEDING

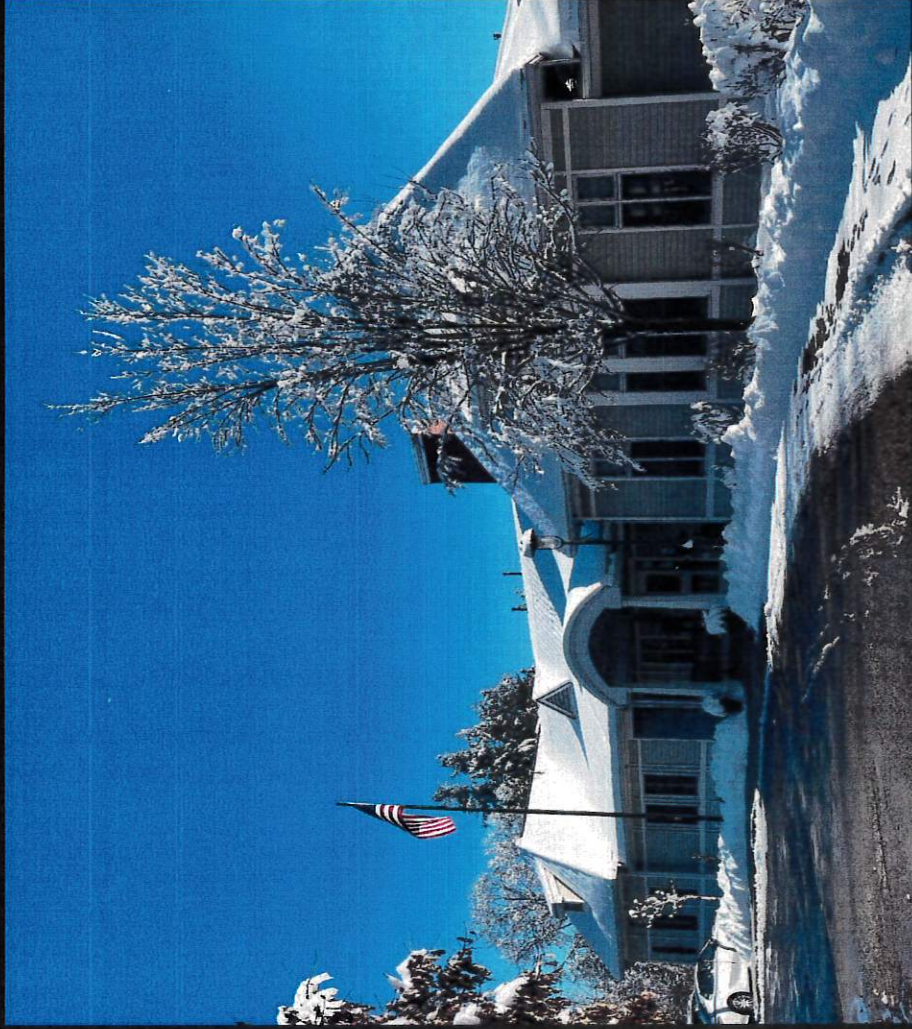
The Town of Ashland Select Board, as cable television license Issuing Authority under MGL 166A, s. 1, will hold a public cable license renewal ascertainment hearing on **February 4, 2026, 7:15 p.m.** at Town Hall, 101 Main Street, Ashland as part of the Town's Verizon New England, Inc. cable television license renewal process. Interested persons may also attend and directly participate remotely through an electronic platform via the following Internet link:
<https://us02web.zoom.us/j/85482751264?pwd=ejlDhMNTZkRjA4KUAEPk40WEc1Q2pnL1>

The hearing may also be viewed on Ashland's Verizon New England, Inc. Channel 45 and Comcast Channel 11.

The Verizon New England, Inc. license is due to expire July 11, 2028 and a public hearing is required pursuant to applicable law in connection with the cable license renewal process to allow the public an opportunity to comment on local cable needs and Verizon performance. Public comment is invited. For further information and copies of renewal records, contact the Town Manager's Office, Town Hall or Town cable counsel, William August at 617-548-3735. By order of the Select Board as License Issuing Authority.

AD#12005340
DN 1/21, 1/28/2026

Community Center Improvement Project



Addressing Current Challenges

Insufficient Office and Meeting Spaces

Current layout limits staff efficiency and program capacity. Reconfiguration will create dedicated workspaces, flexible meeting and recreation spaces.

Aging Infrastructure

Proactive replacement of worn flooring and accessibility features prevents costly emergency repairs and ensures long-term usability. Weatherization of the attic spaces will improve heating and cooling efficiency.

Program Interruption

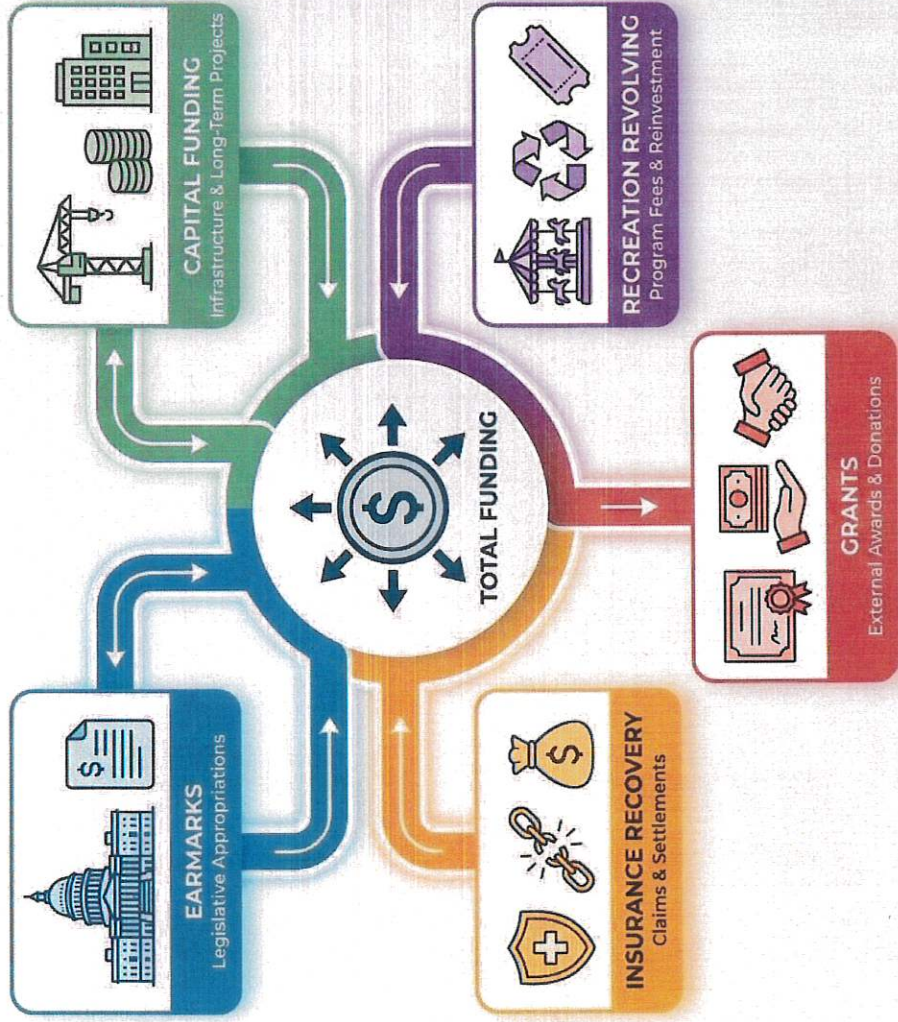
Frequently teams have to walk through programming which can be disruptive to the programs.

Accessibility & Pedestrian Safety

Current Patio is not accessible and cannot be utilized by residents. The walkway is cracking and unsafe for pedestrian traffic.



FUNDING SOURCES OVERVIEW

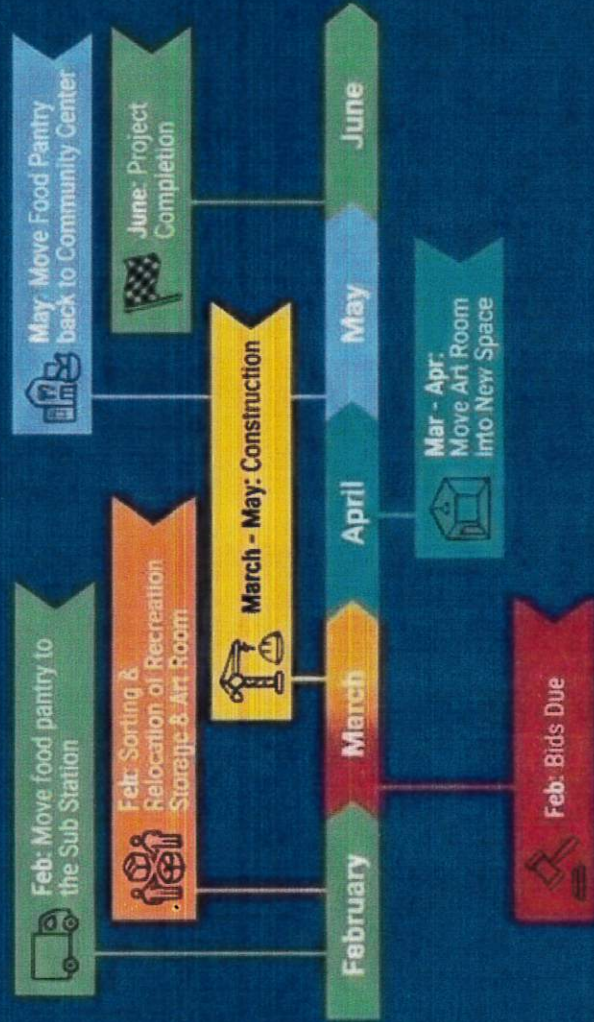


Total Estimated Cost:

\$490,000

87% funded by non-taxpayer dollars

Community Center Project Timeline



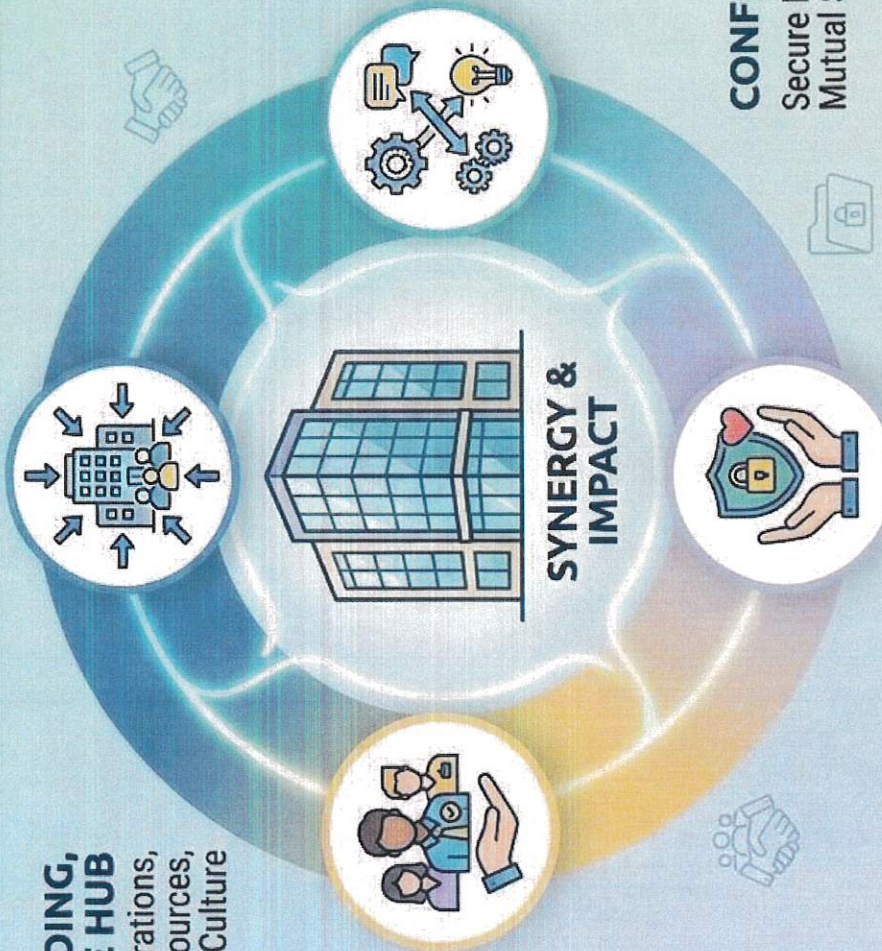
KEEPING THE TEAM TOGETHER: STRENGTH IN SHARED SPACE

**ONE BUILDING,
ONE HUB**
Centralized Operations,
Shared Resources,
Unified Culture

**VOLUNTEERS
INTEGRATION**
Seamless Mentorship,
Community Engagement,
Enhanced Capacity

**FREQUENT
CROSSOVER**
Spontaneous Collaboration,
Knowledge Sharing,
Faster Problem Solving

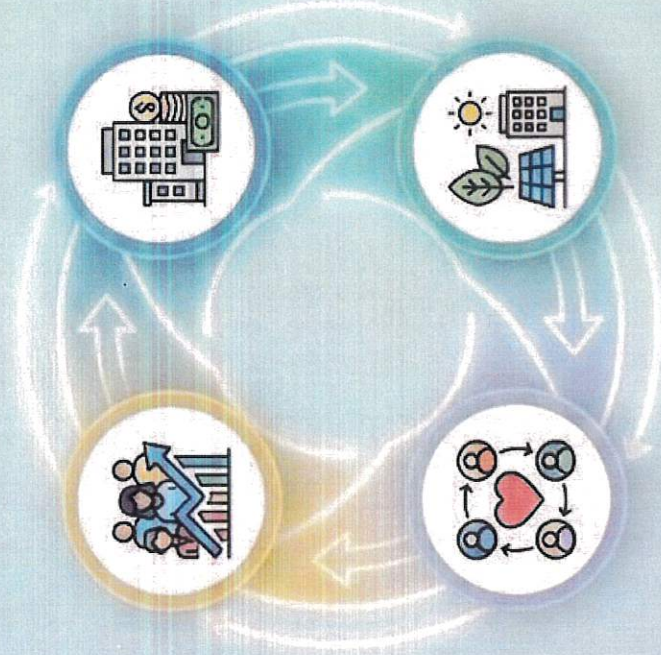
CONFIDENTIALITY & CARE
Secure Environment, Trust Building,
Mutual Support & Wellbeing



LONG-TERM BENEFITS AND OPPORTUNITIES

Service Enhancements

Cost Savings



Community Impact

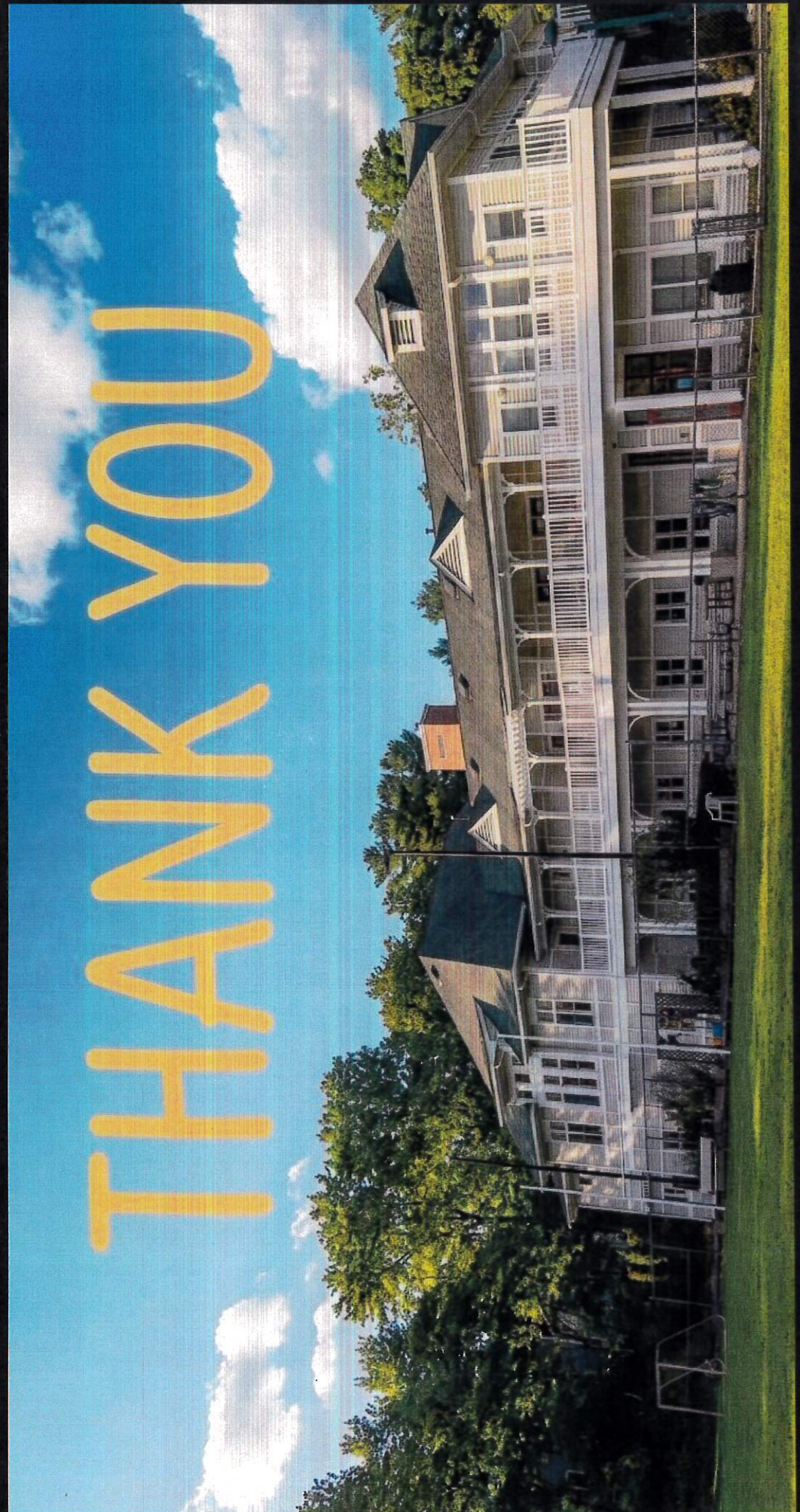
Sustainability

Strategic Improvements for the Ashland Community Center & Staff

This refresh of our space directly supports the Town of Ashland's Comprehensive Plan by expanding recreation and senior services while promoting aging in place. This investment strengthens our infrastructure and enhances our capacity to serve residents effectively for decades to come. This plan will support the growing team and provide the workspace needed to support this growth.



THANK YOU



Made with GAMMA



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

cell
RECEIVED
TOWN CLERK
ASHLAND, MA
2025 JAN 20 AM 8:44

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Stephen Last Name: Morgan

Address: 136 Concord St

City: Ashland State: MA Zip Code: 01721

Phone Number: 508-930-40 Ext. _____

Email: steve@thegreathill.com

Organization or Media Affiliation (if any): _____

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

Individual Organization Media

Public Body that is the subject of this complaint:

City/Town County Regional/District State

Name of Public Body (including city/town, county or region, if applicable): Ashland Board of Selectman

Specific person(s), if any, you allege committed the violation: _____

Date of alleged violation: 1/3/2024, ~~1/31/2024~~ 1/31/2024, 2/7/2024

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

There have been two prior complaints around the improper executive sessions regarding the town managers compensation. See other complaints. Note these are subject to another OML complaint dated 26 FEB 2025 for not being timely approved and released.

Even after two complaints that found violation the town continued to hide and not post its executive session minutes in time fashion and in correct format and order.

As of 1/12/2026 after residents continued to press for the minutes they were finally made available for review. This complaint follows within the required 30 days to be timely. SEE ATTACHED EMAIL.

On prior complaint the AG declined to review content over considering the complaint speculative. Now with minutes in hand it is clear a violation did occur. Please re look at complaint OML 2025 - 63 (H) now the the facts are specifically known. I assert without repeating.

New additional complaint is now clear regarding 1/3/2024. Minutes fail to include required documents list used in the meeting. Minutes were not timely posted and available to the public. Web posting is the town stated location.

New additional complaint is now clear regarding 1/31/2024. Minutes fail to include required documents list used in the meeting. Minutes were not timely posted and available to the public. Web posting is the town stated location.

New additional complaint is now clear regarding 2/7/2024. Minutes fail to include required documents list used in the meeting. Minutes were not timely posted and available to the public. Web posting is the town stated location.

Because the town claimed executive session **THEY WERE HIDDEN**

To the extent it may not be covered by the other complaint it is also now clear made factually clear without in camera review or assumption that these minutes from 2024 were not approved and released in timely fashion.

Please further note that this is **NOT THE AG** another in a string of violations by this body some of which found on the very same or similar grounds. I understand this should be viewed as an intentional violation with consequences.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

1. Approval and release proper minutes including the list of documents used in the meeting
2. Sanction for repeat violation against this board as a group.
3. Sanction for repeat violation against those individual member who were part of prior complaints.
4. Order a policy be put in place to prevent future similar violations. or in the alternate require supervised consent decree to ensure compliance which is in the public interest.
5. Other relief or sanctions in the interest of justice.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: J. Mang

Date: 1/15/2026

For Use By Public Body
Date Received by Public Body:

For Use By AGO
Date Received by AGO:



Town of Ashland MASSACHUSETTS

ASHLAND SELECT BOARD Executive Session Notes January 3, 2024

Town Manager Contract Negotiations

Board Members in attendance:

Rob Scherer, Chair
Yolanda Greaves, Vice Chair
Joseph Magnani, Clerk
Brandi Kinsman, Member
Claudia Bennett, Member

Others in attendance:

Michael Herbert, Town Manager

Chair Scherer, read the hearing noticed opening the executive-session calling the meeting to order at 6:16pm.

DOCUMENT

Michael Herbert, passed out his seven-page proposal for a three contract, detailing several increases in salary, and several other stipends increases in a three-scenario approach which Michael handed out to all present SB members.

Michael proceeded to explain his rationale for the requested increases, noting many neighboring towns have similar contractual packages to their TMs.

Some of the more noted increases were detailed in a three scenario presentation:

Michael reminded the Board, that after our last contract negotiations with him, the board felt Michael should pursue educational venues to assist in his daily work load.

The Board was provided much materials to read over and understand, with a thorough dissection of the present discussion of the requested contract offerings.

ADDITIONAL FROM OTHER TOWNS?

Rob, suggested the board take a few weeks to read over and make their respective counter proposals to Michael's proposal. The board members agreed, the next contract negotiations are scheduled for January 17th at 6pm Town Hall.

Motion to adjourn made by Vice Chair Greaves, seconded by Kinsman. Roll Call Vote 5-0-0.

← NO LIST OF DOCUMENTS USED



Town of Ashland MASSACHUSETTS

ASHLAND SELECT BOARD Executive Session Notes January 31, 2024

Town Manager Contract Negotiations

Location: Select Board meeting Room, Town Hall 101 Main St

Time: 6pm

Chair Scherer, read the hearing noticed opening the executive-session. He called the meeting to order at 6:00 pm.

Rob, opened the discussion to the Board.

Board Members in attendance:

Rob Scherer, Chair (Zoom)

Yolanda Greaves, Vice Chair

Joseph Magnani, Clerk

Brandi Kinsman, Member

Claudia Bennett, Member

Others in attendance:

Michael Herbert, Town Manager

DOCUMENTS

Michael provided the Board with several counter proposals, after our last session on the 17th, including some of the Select Board recommendations.

Michael's counter:

Option # One

01-01-24 (+\$4,250.00)

Base	Bonus	Car	Longevity	Reimbursable Coaching	Deferred Compensation	Total Compensation
225,000	6,750	8,800	1,100	8,000	22,500	272,150

01-01-2025 (+\$3,476.00)

Base	Bonus	Car	Longevity	Reimbursable Coaching	Deferred Compensation	Total Compensation
234,000	7,020	8,800	1,100	7,000	23,400	281,320

01-01-2026 (+\$3,711.00)

Base	Bonus	Car	Longevity	Reimbursable Coaching	Deferred Compensation	Total Compensation
243,360	7,301	8,800	1,100	7,000	24,336	291,897

It should be noted this proposal does not allow a stipend for coaching, and over this three-year contract the total difference from the prior three-year contract totals: \$11,437.00.

Option # Two

Base	Bonus	Car	Longevity	Reimbursable Coaching	Deferred Compensation	Total Compensation
170,000	6,600	4,200	1,100	8,000	22,000	150,000

07-01-2024

Base	Bonus	Car	Longevity	Reimbursable Coaching	Deferred Compensation	Total Compensation
115,000		4,200	1,100	7,000		120,000

01-01-2025

Base	Bonus	Car	Longevity	Reimbursable Coaching	Deferred Compensation	Total Compensation
236,900	7,107	8,400	1,100	7,000	23,690	284,197

01-01-2026 (+\$4,042.00) 244,007, 7,320, 8,400, 1,100, 7,000, 24,401, 292,228

Base	Bonus	Car	Longevity	Reimbursable Coaching	Deferred Compensation	Total Compensation
244,007	7,320	8,400	1,100	7,000	24,401	292,228

It should be noted this proposal does not allow a stipend for coaching, and over this three-year contract the total difference from the prior three-years.

01-01-24

Contract totals: (\$13,595.00) Also note the first year has been divided up to two six month periods.

The third option provided by Michael was not ever considered for discussion so it has been left out which would have amended the existing contract as follows a three-year contract beginning on 07-01-2024. The base salary starting at 230,000 running through 2027 with an annual increase of 4%, and the car stipend calculated at 4% and total compensation 2024 (259,350), 2024 (273,760), another split year adding to the base salary in total/2025 (284,430), 2026 (295,528).

Upon further discussion on Michael's newest counter proposal, Vice-Chair Greaves asked Michael to leave the room for the board to deliberate on the latest proposal. A lengthy discussion began concerning several conditions proposed, such as Longevity, Deferred compensation and the yearly bonuses Bennett suggested the board consider using the bonuses as part of the Town Manager's Evaluation process. Several members agreed but to implement this process would need a thorough study as how to make it part of the evaluation process. The Board was in total agreement not to provide a Longevity stipend seeing the Board agreed to a base salary comparable to surrounding Towns.

NOT IN MINUTES WHO SAID WHAT?

Additionally, there was language discussed in prior meetings regarding the language in S.13 in the newly proposed three-year contract adding an additional three months to the current nine-month wording providing the TM advanced notice should the Board decide in the termination of the current TM. After a thought-out discussion, knowing there was no actual monetary value in this request, knowing we would still need to pay the salary previously agreed upon, (unless the termination was due to unlawful criminal activities, the Board agreed to the request adding the three months to the language S.13: Non-Renewal of Agreement.

The Board agreed in principle to the following figures:

01/01/24

Base	Bonus	Car	Longevity	Reimbursable Coaching	Deferred Compensation	Total Compensation
225,000	6,750	8,800		8,000	22,500	272,150

01-01-2025

Base	Bonus	Car	Longevity	Reimbursable Coaching	Deferred Compensation	Total Compensation
234,000	7,020	8,800		7,000	23,400	281,320

01-01-2026

Base	Bonus	Car	Longevity	Reimbursable Coaching	Deferred Compensation	Total Compensation
243,360	7,301	8,800		7,000	24,336	291,897

Difference over Annual Base

01-01-2024: \$ 4,250.00

01-01-2025 \$ 3,476.00

01-01-2026 \$ 3,711.00

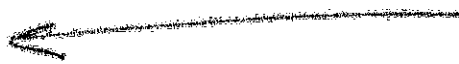
The entire Select Board agreed on the actions taken, no formal vote taken, until we meet at our next meeting to go over the entire contract wording with these new figures and new language added. The Select Board will provide Town Council the new contract for her review, and upon completion a formal vote will be taken at our next meeting. Michael was asked to rejoin us and upon returning Chair Scherer announced the Select Board had reached an agreement explaining the figures. I'm appreciated the confidence in him and accepted the final proposal.

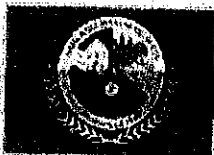
Next Meeting: 02-07-2024

Motion to adjourn at 8:15 pm by Chair R. Scherer, Seconded by C. Bennett, SB

Member: Roll-Call Vote Scherer, aye Greaves, aye Kinsman, aye, Bennett, aye Magnani, aye 5-0-0.

NO LIST
OF DOCUMENTS
USING.





Town of Ashland

MASSACHUSETTS

ASHLAND SELECT BOARD

Executive Session Notes

February 7, 2024

Town Manager Contract Negotiations

Board Members in attendance:

- Rob Scherer, Chair
- Yolanda Greaves, Vice Chair
- Joseph Magnani, Clerk
- Brandi Kinsman, Member
- Claudia Bennett, Member

Others in attendance:

- Michael Herbert, Town Manager
- Lisa Mead, Town Council

Location: Select Board Meeting Room, Town Hall 101 Main St

Time: 6pm

Chair Scherer, read the hearing noticed opening the executive session calling the meeting to order at 6:00 pm. Rob, opened the discussion to the Board.

This meeting was for the formal signing of the TM's contract after Town Council read over the draft and made some minor clerical errors as noted in her presentation.

CONTRACT IS A DOCUMENT

Roll call vote taken: Scherer, aye Greaves, aye Kinsman, aye Bennett, aye Magnani, aye 5-0-0.

There was another matter discussed in Executive Session, the Endo Pharmaceutical Claim.

Motion was made by Vice Chair Greaves to file the form on behalf of the Town of Ashland Residents, seconded by Ms. Bennett, a roll-call vote was taken: Mr. Scherer-aye, Ms. Greaves-aye, Ms. Kinsman-aye, Ms. Bennett-aye and Mr. Magnani-aye 5-0-0.

Upon taking this vote, Vice Chair Greaves made a motion to adjourn from Executive Session and head directly into our regular Select Board meeting at 7:00 pm, seconded by Clerk Magnani with a roll-call vote Mr. Scherer-aye, Ms. Greaves-aye, Ms. Kinsman-aye, Ms. Bennett-aye, Mr. Magnani-aye 5-0-0.

← NO LIST OF DOCUMENTS AS EP

- ADMISSION OF FAILURES to POST

Outlook

FIRST AVAILABLE ON NOTICE 1/12/2026

Re: [selectboard:26242] Missing Executive Session Minutes From January/February 2024

From Susan Robie <srobie@ashlandmass.com>

Date: Mon 2025-01-12 2:38 PM

To: giuliettan <giuliettan@protonmail.com>

Cc: selectboard@ashlandmass.com <selectboard@ashlandmass.com>; Stephen J. Morgan <steve@thegreathill.com>; lisa@mtclawyers.com <lisa@mtclawyers.com>

4 attachments (7 MB)

SBMinutes240103Exec.pdf; SBMinutes240103Exec.pdf; SBMinutes240207Exec.pdf; SBMinutesAndBackup250319.pdf

Good Afternoon Julia,

Happy New Year! I wanted to let you know that these minutes were approved at the March 19, 2025 Select Board Meeting and were included as part of the backup.

Unfortunately, I was away on vacation when this meeting took place. While these have been available, they were not posted on the website under each of the specific meetings. I have asked the Town Clerk's Office to update the website to reflect the meeting minutes for each of these dates, and I have attached them here for your convenience as well.

Please let me know if you have any questions.

Best regards,

Have a great day!



Susan Robie
Executive Assistant
Town Manager/Select Board
Town of Ashland
at: 101 Main Street, Ashland, MA 01721
m: 508-881-7921
t: 508-881-0171



On Sun, Jan 11, 2026 at 4:46 PM 'giuliettan' via 'Select Board' <selectboard@ashlandmass.com> wrote:
January 11, 2026

Town of Ashland
Ashland Select Board
Ashland Town Hall
101 Main Street
Ashland Mass 01721

Dear Chair Magnani,

May I please ask that the Select Board release to the public the still outstanding Executive Session Minutes from January 3, 2024, January 31, 2024 and February 7, 2024. All these minutes pertain to the Town Manager's contract, which was officially signed off by Ashland's Town Counsel on February 21, 2024.

These minutes have already been the subject of two OML complaints filed by a resident. The last one in September 15, 2025, was found to have an intentional violation by the Select Board. In the previous OML determination on May 30, 2025, the following was stated, "As the board reviews these minutes for possible release, it should be mindful that executive session minutes may not be withheld indefinitely."

It is now just about two years that these executive session minutes have been withheld.

I find it rather concerning that a town-sponsored OML training is happening for staff and volunteers on February 4, 2026, when these outstanding executive session minutes are still hidden from the public.

The complainant invites us to review minutes of the 2024 Executive Sessions *in camera*, maintaining without elaboration that we will find that the purpose for those executive sessions

² Open Meeting Law determinations may be found at the Attorney General's website,

www.mass.gov/hgc/openmeeting.

³ The Open Meeting Law requires that open session minutes be made available within 10 days of request, "if they exist" in draft or approved form. G.L. c. 30A, § 22(e) (emphasis added). The Law requires that executive session minutes be made available upon request if the lawful purpose of the executive session has been served, without explicit reference to whether those minutes exist, and establishes a mandatory review procedure following a request, again without consideration of a possibility that minutes may not exist. G.L. c. 30A, § 22(D), (e). The Law's assumption that the executive session minutes exist at the time of request inclines in favor of prompt creation of executive session minutes.

2

has expired. As the plaintiff does not articulate a basis for this belief, we decline to review this allegation. However, although we decline review, we note that the minutes of the 2024 Executive Sessions include discussions of collective bargaining and contract negotiations with the Town Manager, which concluded over a year ago. As the Board reviews these minutes for possible release, it should be mindful that executive session minutes may not be withheld indefinitely. At some point, the public interest in transparency will outweigh the potential for harm to the public body's future negotiation position. See OML 2025-1; OML 2024-204; OML 2015-62. The burden of justifying continued nondisclosure of executive session minutes lies with the public body. See *Fordy v. Amherst-Pelham Regional Sch. Comm.*, 402 Mass. 179, 184 (1988); OML 2024-219; 2017-151. The longer the minutes remain undisclosed, the heavier the burden on the Board will be to prove that the executive session purpose remains. See OML 2024-219; OML 2012-38; OML 2011-19.

Thank you for reviewing this important executive session minutes matter.

Sincerely,

Julie Nardone
Ashland, Mass
jnrdone@protonmail.com

You received this message because you are subscribed to the Google Groups "SelectBoard" group.
To unsubscribe from this group and stop receiving emails from it, send an email to selectboard-announce@ashlandmass.com.
To view this discussion visit

https://groups.google.com/a/ashlandmass.com/d/msgid/selectboard/nW8rfUgO7mVvm10bwXwgc0EmQo9t0ZRs0e44FT5ev95b0IEAgUjVh7ZaaHgAr2eK_3VPMU_AH3O4ipnkoldiOYk0iWVY149jWHPDE7HA%3D%40protonmail.com.

Please remember when writing or responding, the Massachusetts Secretary of State has determined that e-mail is a public record. If this e-mail message or its contents are intended only for the designated recipient(s) named above, any use, dissemination, distribution, or reproduction of this message by anyone other than the intended recipient(s) is unauthorized and may be unlawful.



Mead, Talerman & Costa, LLC
Attorneys at Law

30 Green Street
Newburyport, MA 01950

Phone 978.463.7700
Fax 978.463.7747

www.mtclawyers.com

February 4, 2026

Via Electronic Mail

Stephen Morgan
136 Concord Street
Ashland, MA 01721
steve@thegreathill.com

RE: Open Meeting Law Complaint

Public Body: Town of Ashland Select Board

Complainant: Stephen Morgan

Alleged Violation Date: "1/3/2024, 1/31/2024, 2/7/2024"

Dates of Complaint: January 15, 2026

Dates Received: January 20, 2026

Dear Mr. Morgan:

The Town of Ashland Select Board (the "Board") has received and reviewed the above-captioned Open Meeting Law Complaint, attached hereto as Exhibit A, in which you allege (1) that the Board violated the Open Meeting Law by failing to include the required list of documents in its January 3, January 31, and February 7, 2024 executive session minutes; and (2) that the foregoing executive session minutes were "not timely posted and available to the public."

As a threshold matter, your complaint is untimely. Open Meeting Law complaints must be filed with the public body within 30 days of the alleged violation. *See* G.L. c. 30A, § 23(b). You submitted the instant complaint on January 15, 2026. Therein, you claim that the alleged violations occurred on "1/3/2024, 1/31/2024, 2/7/2024" – approximately two years past the 30-day time limit noted above. Moreover, you could reasonably have discovered the alleged violations by requesting that the Board provide you with the meeting minutes at issue, but you never did. *See* 940 CMR 29.05(3) ("If the alleged violation could not reasonably have been known at the time it occurred, then the complaint must be filed within 30 days of the date it should reasonably have been discovered.").

Even if your complaint were timely, as to your first allegation, the Open Meeting Law requires that the minutes of a public body's meeting include a list of all documents and exhibits used by the public body during the meeting. *See* G.L. c. 30A, § 22(a); OML 2019-163; OML 2012-91. While, the Open Meeting Law does not define what it means for a document to be used at a meeting but, at a minimum, it is clear that where a document is physically present, verbally identified, and the contents are discussed by the members of a public body during an open meeting, it has been "used" for purposes of the Open Meeting Law. *See* OML 2019-163; OML 2014-12; OML 2012-42.

In a good-faith effort to comply with the Open Meeting Law, and to the extent that the Board failed to include a list of documents used, said list(s) are attached hereto and will be attached to the minutes at issue.

Millis Office

730 Main Street, Suite 1F
Millis, MA 02054

Phone 508.376.8400

As for your second allegation, the Open Meeting Law requires that public bodies must “create and maintain accurate minutes of all meetings.” G.L. c. 30A, § 22(a). “The Open Meeting Law does not require meeting minutes to be posted to any particular location, including to a municipal website.” OML 2018-107; *see also* OML 2018-86; OML 2017-157; OML 2016-17. Instead, they must be made available upon request. *See id.* Specifically, executive session minutes must be made available upon request in accordance with G.L. c. 30A, § 22(g)(2). *Id.* You fail to cite any such request regarding the executive session minutes at issue, let alone that the Board failed to respond in accordance with G.L. c. 30A, § 22(g)(2).

Moreover, executive session minutes may be withheld from disclosure to the public “as long as publication may defeat the lawful purposes of the executive session...” G.L. c. 30A, § 22(f). The Open Meeting Law “do[es] not require that a public body approve executive session minutes within three meetings or 30 days, only that they be ‘review[ed]’ ‘at reasonable intervals’ to determine whether continued nondisclosure is warranted.” *See* OML 2024-29; *Swansea Board of Selectmen v. Attorney General*, Civil Action No. 2173CV00906 (Bristol Sup. Ct. December 27, 2023). Although the Open Meeting Law does not define what said “reasonable interval” is, the DOG has found a quarterly review or a review every six months to be appropriate. *See* OML 2024-181; OML 2020-101; OML 2019-45; OML 2017-104. You have failed to provide any evidence that the Board has failed to comply with the foregoing executive session disclosure requirements.

We trust that this satisfies your concerns and appreciate your efforts to ensure the Board’s compliance with the Commonwealth’s Open Meeting Law.

Very truly yours,

/s/ Alexander M. Castro

Alexander M. Castro
Town Counsel

cc: Ashland Select Board
Division of Open Government

40B Timeline Overview

There are currently three 40B's undergoing active review before the Zoning Board of Appeals. Below please find a breakdown of their timeline and where we stand within the process:

10-60 Main Street

First public hearing: 1/7/25

Deadline to close hearing (180 days): 7/6/25

Extensions received: 9/25/25, 10/30/25, 12/4/25, 12/11/25

Public hearing closed on: 12/22/25

- **Public hearing is closed**
- **Public comment is closed**
- **This decision was filed with the Town Clerk and the 20-day appeal period will expire on February 3, 2026.**

61 Waverly Street

First public hearing: 3/25/25

Deadline to close hearing (180 days): 9/21/25

Extensions received: 9/30/25, 10/14/25, 10/28/25, 12/24/25

Public hearing closed on: 10/28/25

- **Public hearing is closed**
- **Public comment is closed**
- **The decision was filed with the Town Clerk and the 20-day appeal period has passed**

55 West Union Street

First public hearing: 8/26/25

Deadline to close hearing (180 days): 2/22/26

Extensions received: N/A

- **Public hearing remains open**
- **Public comment remains open**
- **The next hearing is on 2/10/26**
- **This project stormwater peer review is complete (GCG Associates – Mike Carter)**
- **This project traffic peer review is complete (Howard Stein Hudson – Steven Findlen)**
- **This project received its first peer review for civil on 12/2/25 (Haley Ward – Bethany Ordnung) – There are items that remain outstanding that will be addressed in the decision given the placement of the sewer line**
- **The applicant is undergoing Design Review, which we anticipate will be completed by February (Amy Sheehan Latva-Kokko, DSK)**
- **The applicant anticipates granting an extension beyond February 22, 2026 due to their inability to perform tests for utilities due to inclement weather**

40B Timeline Overview

General Process for 40B's after issuing a decision:

- After closing the Public Hearing, the Zoning Board of Appeals has 40 days to deliberate and issue a decision. During this time, no public comment is allowed and the Board is not allowed to accept any new information.
- After the decision is signed it must be stamped in with the Town Clerk within 14 days.
- There is a 20-day appeal period after the decision is stamped with the Town Clerk. After the appeal period ends, the applicant will record the Decision and the Affordable Housing Restriction at the Registry of Deeds. It will provide the Town a copy of these recorded documents as a requirement prior to applying for building permits.
- The Town must submit the recorded Decision and AHR to EOHLIC.
- The applicant has 12 months from the date of the decision to apply for a Building Permit in order for the Town to apply for Safe Harbor under Statutory Minima.
- The applicant has 18 months from receiving a Building Permit to apply for an Occupancy Permit in order for the Town to apply for Safe Harbor under Statutory Minima.
- The project is monitored by an agency named in the AHR and yearly reports are completed to ensure the affordability agreement is being adhered to.

As a general comment: The Town has 15 days from the opening of the initial Public Hearing to deny a 40B project under Statutory Minima/Safe Harbor

Fwd: 61 Waverly Street Conservation Status

1 message

Becca Solomon <bsolomon@ashlandmass.com>
To: Susan Robie <srobie@ashlandmass.com>

Thu, Jan 29, 2026 at 12:42 PM

**Becca Solomon***Conservation Agent | Tree Warden**(She, Her, Hers)***Town of Ashland**

a: 101 Main Street, Ashland, MA 01721

p: 508-532-7924

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----- Forwarded message -----

From: **Becca Solomon** <bsolomon@ashlandmass.com>

Date: Wed, Jan 21, 2026 at 2:16 PM

Subject: Re: 61 Waverly Street Conservation Status

To: Michael Herbert <mherbert@ashlandmass.com>

Cc: Beth Reynolds <breyolds@ashlandmass.com>

Hi Michael,

As requested, below is a short summary of the current status of 61 Waverly Street with the Conservation Commission as of January 21, 2026.

The project is still within the NOI hearing process with the Conservation Commission. Four public hearings have been held so far with the most recent on January 20th. The next hearing is scheduled for February 2nd to be hybrid in the Select Board Room and broadcast through WACA. Since the previous update, the applicant has provided a narrative that responded to a few of GCG's stormwater comments, though the applicant has not provided a formal response letter or revised plans. Beals and Thomas has provided their first review on just the delineation, which did find changes to the wetlands line. The Beals and Thomas review of wetlands delineation was only focused on three areas, rather than the entire line. The applicant at the meeting on January 20th agreed to accept all changes proposed by Beals and Thomas, though did make remarks suggesting they would dispute the accuracy of Beals and Thomas' interpretation. More than 90% of GCG's stormwater comments remain unaddressed, and Agent comments, as well as DEP comments similarly remain unaddressed.

During the January 20th meeting the Conservation Commission, Doug Small (DPW Director), and Jeanne Walker (SWAC member speaking as a resident), all expressed concerns about known groundwater breakout from the ledge outcropping, describing the location and frequency. The applicant contested this based on one observation, but the Commission reminded the applicant that we are under Significant Drought, and with multiple years of drought that groundwater breakout and flows may not be evident until after continuous periods of rain that restore the groundwater levels. Similarly, the applicant has stated that in their opinion there is no water within the bedrock because in their test holes they did not find any water bearing fractures. The Commission, DPW, GCG Associates (Peer Reviewer), and residents, all reported historical water issues resulting from disturbing the bedrock at multiple locations, including the Public Safety Building, the High School, and the nearby autobody shop. GCG further requested additional cross sections of Waverly Street to better understand the bedrock where utility trenching is proposed, as the cross section currently provided was not adequately representative of the entire trench length. The Commission discussed at length about the adequacy of the stormwater design to meet the Massachusetts Stormwater Standards.

The applicant maintains that they believe they are meeting the standards; however, several comments from GCG show areas where they are not, including peak discharge rates, for which MassDEP also commented and stated the applicant's proposal is inadequate.

During the hearing Israel Lopez (site developer), stated he would accept a condition from the Commission to be on the Order of Conditions, that the RCP (concrete pipe) in Waverly Street be replaced as part of the project. This pipe is proposed to be connected to as part of the stormwater design for the project, and is in disrepair. The stone box culvert which the RCP ties to, is also in substantially poor condition, which still requires further review.

Broken into its parts, there are still the following number of comments that have not been addressed by the applicant:

~80 Comments by GCG

~35 Comments by the Agent

6 Comments by MassDEP

Summary comments attached which show GCG in blue, MassDEP in green, Agent in White, and new applicant responses and agent response to applicant in yellow.

-Becca



Becca Solomon

*Conservation Agent | Tree Warden
(She, Her, Hers)*

Town of Ashland

a: 101 Main Street, Ashland, MA 01721

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On Wed, Jan 7, 2026 at 12:57 PM Becca Solomon <bsolomon@ashlandmass.com> wrote:

Hi Michael,

As requested, below is a short summary of the current status of 61 Waverly Street with the Conservation Commission.

The project is currently in the NOI hearing process with the Conservation Commission which will result in either an approval or denial Order of Conditions (OOC). Three public hearings have been held so far with the most recent on January 5th. The next hearing is scheduled for January 20th to be hybrid in the Select Board Room and broadcast through WACA. Currently, extensive comments have been provided by myself, GCG (Stormwater Peer Review), and MassDEP. The Beals and Thomas Peer Review on the wetlands delineation is anticipated to be concluded in the next week, and review under the Wetlands Protection Act will begin after delineation revisions are completed. Of those comments some of the key issues include: 1. Stormwater design as proposed does not meet the Massachusetts Stormwater Standards and must be redesigned; 2. The existing culvert in Waverly Street is proposed to be connected into and may be in a degraded condition, with additional structural analysis needed to determine if the culvert is capable of still accepting flow; 3. Erosion controls as proposed are not satisfactory for MassDEP and must make use of coir (coconut husk) controls as well as other conditions; 4. Additional comments not summarized here attached (please note the Conservation Agent comments document is in the process of being updated).

The hearing on January 20th will focus on discussion of the bedrock geology and blasting in relation to the effect on groundwater, stormwater, and wetlands. This discussion will be followed by further conversation on the culvert in Waverly Street previously mentioned. Additional items will be discussed if time allows.

Thank you,

-Becca

Section 1 - Corrections/ Changes Needed

1. General Comments

- a. Plans need to show full length of culvert in road being connected into and other connections in the same line up to 90 Waverly Street
- b. Roof Drain detail is not provided. Only Foundation Drain detail is provided.
- c. Snow Storage areas are shown on the plans but do not show the catchbasin and stormwater overlay with it. CBs should be shown to ensure snow storage is not placed over CBs.
- d. Dewatering plan has not been provided. Dewatering plan should be provided.
 - i. Applicant has responded that a Construction Dewatering Plan shall require the contractor to submit a Dewatering Plan with drawing and supporting engineering calculations.
 1. AGENT RESPONSE- The Conservation Commission has precedent to require a dewatering plan as part of the NOI process to ensure that the proposal will not impact the wetlands on site, or existing stormwater features, usually with a condition that minor changes to the plan may be approved by the Conservation Agent if needed, provided the Commission is updated within a reasonable time. The applicant should still provide a complete dewatering plan.
- e. Wetlands delineation was completed in November 2024. At this time the State had declared a drought status. As noted by the Commission, November would have minimal to no ground cover. Drought conditions may also have resulted in lower than normal water conditions. Commission requesting further review on site - further comments pending.
- f. Elevation for the bottom of the surface basin on grading and drainage plan is shown as 130 feet. The Exploration Location Plan shows 227.5 feet. Please clarify which is the correct elevation.

g. GCG Additional Comments

- i. The Site plan set has 16 plan sheets; however the cover sheet only references 15.
- ii. Plan C-131 is incorrectly shown on the cover sheet as grading and utilities plan and should be listed as Grading and Drainage Plan.
- iii. Plan C-141 Utilities Plan is not listed on the Cover Sheet and should be.
- iv. The project requires a NPDES CGP and a SWPPP to be filed a minimum of 14 days prior to the start of construction.
- v. The applicant should verify the ESHGW and boulders/ledge extent at the CMP infiltration system (B-2B) location.
- vi. Overflow discharged to Waverly Street should be re-evaluated.

- vii. Any runoff discharges or overflow connections to a municipal drainage system required Ashland DPW approval.
- viii. GCG recommends providing documentation that the existing drainage system conditions has sufficient capacity to handle the development flows.
- ix. Runoff peak and volume should be controlled when discharges to existing discharging to an existing drainage system to avoid downstream flooding.
- x. GCG recommends the applicant provide evidence that the blasting or hammering of edge will not impact groundwater flow on site, which could adversely impact the wetlands and Waverly Street roadway.
- h. MassDEP additional comments:
 - i. A rigorous erosion control plan must be provided which includes:
 - 1. Both temporary and permanent slope stabilization **with coir mats** or the equivalent. Especially near wetlands where proposed slope ends immediately adjacent to the Limit of Work.
 - 2. Stabilization mats with monofilament should not be allowed, even if "UV degradable"
 - 3. Final plantings on steep slopes should include deeply-rooted native grasses to ensure long-term stabilization.
 - ii. Snow areas should be away from stormwater BMPs such as catch basins.
- i. Applicant response to concern with the fault line is that two fault lines are in the vicinity of the site. One is determined to be at the immediate west of the site running north-south along Waverly Street. The other is 400 feet east of the site, also running north south. Applicant stated the fault lines are not considered active and do not directly impact the localized areas or proposed bedrock removal. Applicant stated blasting is designed for efficient breakage that does not propagate large fissures or fractures, nor activate the faults. Applicant states there is no observations of water-bearing fractures in the upland portion of the site, and there is no evidence of springs.
 - i. AGENT RESPONSE: while significantly large fractures are unlikely to occur from blasting bedrock, any blasting near fault lines has a likelihood of creating or enhancing small fractures which are more than enough to cause significant alterations in groundwater flow. Applicant states no water-baring fractures were observed in upland portions of the site, but does not remark on the wetland portions. Applicant also cites the 1976 Department of Interior survey for the location of the fault lines. Fault lines usually shift slowly over time, and while minor, could be as much as 10 feet off from where they were in 1976, presuming the high end of average of 2 inches a year movement. This should be also taken into consideration when speaking on the exact location.
 - 1. Applicant shows fault line along Waverly and other line 400 feet off the site based on MassMapper data. USGS maps directly pulled

into ArcGIS shows one line through the property of 61 Waverly Street and the other line running along Tyler Lane

2. Sheet C-111 comments

- a. Some presumed temporary drainage swales are missing labels.
- b. Inconsistencies between “haybale” and “strawbale”. Should be strawbale only.
- c. CBs should be numbered, including those in roadway, for differentiation in discussions.
- d. CB in Waverly Street proposed to connect into is shown at 12” PVC. Field observations by Conservation and DPW staff have found only 12” RCP.
 - i. CB inverts should also be confirmed. Field observation does not support a 3-foot depth.
- e. CBs on Union Street are not shown with sediment/ silt bags. Silt bags should be added to all CBs within 100 feet of construction entrances.
- f. Soil stockpiles are shown without erosion control barriers. Erosion control should be shown in a perimeter around all stockpiles.
- g. Drain pipe in the middle of the wetland is shown as PVC. While the northern pipe exiting the wetlands is known to be PVC, the pipe in the middle of the wetlands was observed by Conservation Staff and Commissioners during the MassHousing site visit to consist of stone or granite.
- h. Several CBs are shown from the proposed drainage plan with call-outs for silt bags. This sheet is site preparation and the CBs in these areas do not exist yet. If the proposal is to install CBS before the rest of site work, then all CB's shown should have silt bags called out.

3. Sheet C-121 comments

- a. Differences in curb symbology is not clear on the plan due to small size, please differentiate with either larger or differing (such as dashed lines) symbology.
 - i. Curbing on the edge of pavement closest to the wetlands should be confirmed.
- b. Single wetland area sign proposed in middle of BVW length at toe of slope. It would be more effective to have multiple markers adhered to the proposed 4-foot fence at the top of slope. Suggested sign to read “Protected Wetland Area. No Dumping.”.
 - ii. No dumping signs should be added on the fence line near the trash receptacle in this area regardless.
- j. See also comment 2-d

4. Sheet C-131 comments

- a. Foundation and Roof Drain symbology is identical and overlapping. These should be differentiated more clearly.

- b. Drain from either foundation or roof on the easterly corner has an outlet with an FES pointed towards the wetland part way on the slope, with no riprap or other mitigation. No treatment is provided. This should be corrected on the plans.
- c. Emergency Spillway for surface basin is pointed towards wetland with no riprap or other mitigation called out on plan. Riprap or other form of protection should be added to mitigate erosion.
- d. See also comment 2-d
- e. GCG additional comments:
 - i. The legend CPE should be specified as smooth interior.
 - ii. The proposed southeastern subsurface infiltration basin is labelled as B-2A and should be labeled B-2B to match A5 Details, plan sheet C-505 and HydroCAD models
 - iii. The northern subsurface basin is labeled B-1A and should be labeled B-2A to match A5 Details, plan sheet C-505 and HydroCAD models
 - iv. Both subsurface infiltration basin B-1A and B-2B consist of 48" diameter CMPs which are Shallow UIC Class V Injection Wells. MassDEP requires a 10-foot setback from water supply lines. Both systems are proposed within 10-feet of the proposed water supply line. This must be corrected.
 - 1. Proposed CMP is not a durable material and is proposed to be buried in a high moisture environment 7-8 feet below surface. This should be replaced with a more durable pipe material.
 - v. Roof drain pipe size along the building perimeter must be specified on the plan.
 - vi. The two subsurface infiltration basins outlet pipes connect to OCS 2-1 and 3-1 and should have the pipe diameter specified on the plan.
 - vii. Architecture building roof plan should be provided to show roof runoff collection system directing the portion of roof runoff to the assigned roof drain according to the watershed map.
 - viii. Proposed parking lot garages' roof plan should be provided to ensure the roof runoff drains to the assigned watershed.
 - ix. The proposed 12" roof drain pipe on the northern side of the building, as designed, would result in a flow velocity exceeding 12.8 feet per second, not accounting for the roof height's hydraulic head.
 - x. CBs 2-2, 2-5, 2-12, 3-1, 3-2, 3-3, and 3-4 outlet pipes are set to result in a flow velocity of 10.2 feet per second. Flow velocity shouldn't exceed 10 feet per second.
 - xi. The eastern 12" roof drain connects to DMH 1-4 and the pipe slope should be 0.015ft/ft.
 - xii. The plan has utilized 12" diameter piping for the entire site. GCG recommends providing pipe sizing, capacity, and velocity analysis for review.
 - xiii. All durian manholes should have a minimum of a 0.1-foot internal drop to compensate for the hydraulic drop within the structure.

- xiv. OCS 1-2: an inlet pipe is needed to connect the basin to the OCS to allow outflow at 231.50
- xv. The Bioretention basin surface area did not match the HydroCAD calculations.
 - 1. Bioretention basin has been replaced with a subsurface detention basin.
- xvi. WQU 1-1 is a 3-foot diameter structure with three 12" pipe connections. Recommendation to increase the structure to 4-foot diameter.
- xvii. Similar to the above comment 4.e.xvii. DMH 2-2 and DMH 2-7 should be increased to 5-foot diameter structures.
- xviii. The proposed DMH 1-1 and CB 1-1 rim elevations are 7" above the existing Waverly Street grade and should be addressed. See also comment 17.g.iii.
- xix. The plan stated no ESHGW found at elevation 225 feet (TP-8). Is the foundation drain at 234.20 feet necessary?
- xx. The proposed retaining wall at the northern side of the CMP infiltration basin B-2B should be designed to support the hydraulic pressure of the nearby CMP infiltration basin and with impervious function to prevent breakout through the wall surface.

5. Sheet C-141 comments

- a. See previous comments

6. Sheet C-151 comments

- a. Not ConCom related- Pinus Strobus proposed in ROW for Union Street should be changed. Species is self pruning and presents substantial hazard to the roadway as trees mature.
 - i. Additionally trees are under powerlines. All trees under or near powerlines should be less than 35-feet (optimal), 40-feet (acceptable) in height to prevent interference with powerlines as trees mature (this also applies to proposed maples and oaks). Recommended substitution for dwarf species, or alternative short species (e.g., redbus, crabapples, serviceberry, dwarf maples, striped maples, etc. || or alternatives, spire or columnar cultivars with minimal spread, set back from the powerlines.
- b. Lawn area/ lawn mix proposed for slopes facing wetland in buffer zone. Recommended native wildlife seed mix (optimal), native erosion control mix (acceptable) to minimize spread of non-native and invasive fescues and grasses, and to mitigate impact to wildlife habitat cause by the development.
- c. Surface basin is called out to have New England Wet Mix, but symbology is for New England Restoration Seed Mix- Dry. Symbology for New England Wet Mix does not appear on the plans.

- d. Two honey locust species are proposed on the top of bank for the surface basin. Honey locust species drop their leaves all at once in the fall and frequently can cause clogging for CBs and drain pipes. Consider alternative species that will have less impact on long-term stormwater maintenance.

7. Sheet C-501 comments

- a. Detail E5 calls for haybales. This should be strawbales. Hay spreads invasive seed which can negatively impact the wetlands.
- b. Detail C3 for construction fence should include a 8-inch minimum gap at the bottom of the fence from the ground to allow passage of amphibious or semi-aquatic species during migration periods from the vernal pool.
- c. Detail A1 for rock construction entrance lists a 6" minimum depth. ConCom standard conditions are for 8-inch minimum depth. This should be corrected on the plan.

8. Sheet C-502 comments

No comments at current time.

9. Sheet C-503 Comments

- a. Detail E5 see comment 7b.

10. Sheet C-504 Comments

No comments at current time.

11. Sheet C-505 Comments

a. GCG Comments

- i. Detail C1 - OCS 1-2 "E" elevation should be 223.55
- ii. Detail C1 - OCS 3-1 "A" elevation does not match plan C-131
- iii. Detail C1 - OCD 3-1 "B" elevation does not match the HydroCAD
- iv. Detail C1 - OCS 3-1 "E" elevation does not match plan C-131
- v. Detail C1 - OSC inlet pipe size should be specified where applicable.
- vi. All OCS structures have a standard width of 4 feet and are equipped with 2 foot long sharp-crested rectangular weir. Details should call out the weir width on the top view and specify the top of the weir wall where it widens to 4 feet.

12. Sheet C-506 Comments

No comments at current time.

13. Sheet C-507 Comments

a. GCG Comments:

- i. Detail A5 Bioretention Area Section - detail shows bottom elevation which does not match the HydroCAD storage bottom elevation. The base of the bioretention basin area should be specified on the plan.
 1. Based on the HydroCAD the bottom of the bioretention soil should align at elevation/contour 202.
 2. Bioretention basin has been replaced with a subsurface detention basin.
- ii. This detail calls for 1'-4" depth of bioretention soil, but the HydroCAD calculations were based on 2.33' (see also comment 17.e.).
 1. MassDEP MSH requires a depth of the soil media to be between 2 and 4 feet and a minimum of 30 inches to receive nitrogen removal credit. (See also comments 17.f. And 19.2.i)
 2. Bioretention basin has been replaced with a subsurface detention basin.
- iii. The proposed surface infiltration basin is constructed in fill. The proposed earth berm is 7.5+/- feet over the existing grade. A construction detail should be provided. (see also comments 17b, c, and d).
 1. The berm should be constructed with an impervious material core embedded into the existing earth base. Pipe should be embedded in the low permeability core material.

14. Sheet ES100 Comments

No comments at current time.

15. WPA Form 3 and NOI Narrative

- a. Under Section C.1.b. Date of the NHESP map is not provided.

16. Stormwater Checklist and Report

- a. Checklist marks "minimizing disturbance to existing trees and shrubs" as an LID measure; however, within the development work area no trees or shrubs are marked as being kept, and only new plantings are shown.
- b. The existing hydrology map shows soil lines that appear to be based on the USGS estimates. While this is typically best practice, conditions should be confirmed in the field. Specifically, this map shows the Narragansett soil series within the wetlands on the property. This is highly unlikely to be accurate, as Narragansett soils are well-draining upland soils. A change in this line may result

in a change in the calculations for infiltration on the site and should be further reviewed. The wetlands report provided by Goddard Consulting provides data on the soil conditions with color/ hue, texture, and depths of layers which should be suitable to guide some determination along the wetlands line as to the soil type. Notably, the wetlands soils is noted in said report to have 10" of much for the O layer, with restrictive rock layer just beneath. This is inconsistent with the Narragansett soil series shown on the existing hydrology map. Any changes on this should also be shown on the proposed hydrology map.

- i. Applicant has provided a supplemental letter from SHA reclassifying the soil from HSG A to HSG A/D. Updated existing and proposed hydrology maps have been provided noting the areas with an asterisk on the plan and legend. The existing hydrology model has been updated to a conservative HSG B designation as HydroCAD does not have an HSG A/D option. This has slightly increased the discharge rates. No other changes to the model have been made at this time.
 1. AGENT RESPONSE- Revised peak discharge table still shows increases between 0.01 and 0.14 cfs in certain storms. As previously stated, this is still considered an increase. Per MassDEP comments this is unacceptable, and absolutely no increase (0.0000000000) is allowable. Stormwater design must be revised to have **no** increase of any kind.
 2. Applicant has further redesigned their stormwater and states there is no increase for the 2-year and 10-year storms, and a negligible increase for the 100-year storm. And that there is no increase in discharge to Waverly Street municipal drainage system (DP-1) or the BVW (DP-2) that join the stone box culvert in Waverly Street.
 - a. AGENT RESPONSE: **Statement by the applicant is incorrect based on the table shown, namely:** There **IS** an increase in the 10-year storm for DP-4 (of 0.05cf/s) and DP-5 (of 0.10cf/s). Neither of these DP's show an increase in the 100 year storm. Additionally, the increases in the 100-year storm are as follows: DP-1 increases 0.93 cf/s || DP-2 increases 0.71 cf/s || DP-3 increases 0.08 cf/s. **Note the increases in the 100-year storm event to DP-1 and DP-2 in conflict with the statement from the applicant that there is no increase.** In a meeting with the applicant, the applicant stated that these increases could not physically be captured without clearing a 33,000sqft wooded area that was being preserved. The applicant did not seem to consider other alternatives such as creating swales or bioswales along the road to re-capture and redirect the runoff, or shrinking the site. They did consider permeable pavers for the driveway.

- c. The Peak Discharge Rate Summary table shows DP-1 as having proposed peak discharge rates for the 2-year and 10-year 24 hour storms increased from pre-development rates. The notes in the report state the “increases are equal to 0.0 cfs.... [and] is considered negligible”. Neither 0.02 or 0.04 is equal to 0.0; and the Massachusetts Stormwater Handbook does not allow for any increases in peak discharge rate. The stormwater design must be modified so that the increase is equal or less than pre-development conditions. (See also comment 17.h.ii.)
- d. The Peak Discharge Rate Summary table shows DP-3 as having proposed peak discharge rates for the 10-year 24 hour storms increased from pre-development rates. The notes in the report state the “increases are equal to 0.0 cfs.... [and] is considered negligible”. 0.01 is not equal to 0.0; and the Massachusetts Stormwater Handbook does not allow for any increases in peak discharge rate. The stormwater design must be modified so that the increase is equal or less than pre-development conditions.
- e. The Peak Discharge Rate Summary table shows DP-3 as having proposed peak discharge rates for the 100-year 24 hour storm increased from pre-development rates. The notes in the report state “the peak discharge rate increased by 0.10 cfs and will not increase the chance of off-site flooding”. The Massachusetts Stormwater Handbook does not allow for any increases in peak discharge rate. The stormwater design must be modified so that the increase is equal or less than pre-development conditions.

17. Other Stormwater Design

- a. The surface basin does not appear to have a forebay
- b. There is no detail provided for the construction of the surface basin. The basin appears to have a bottom that is raised 2-3 feet above existing elevations. Details for the materials creating the bottom of the basin and sides should be provided to ensure functionality.
- c. There is no detail provided for the broad crested emergency spillway of the surface basin.
- d. There is no detail for the construction of the perimeter walls/ berm of the surface basin.
- e. The soil test pit numbered SH-TP-101 located within the proposed bioretention area found seasonal high ground water at elevation 217.5 feet. The details for the bioretention area show the bioretention soil beginning at an elevation of 218 feet, with the perforated underdrain at approximately an approximately 2 foot depth beneath that (equivalent to an elevation of 216 feet), which would be within the estimated seasonally high ground water and could affect the drainage of the retention area.
 - i. Bioretention basin has been replaced with a subsurface detention basin.
 - ii. AGENT RESPONSE: detail for the new basin design will need to be reviewed to determine if the basin is still below the ESHGW

- f. The bioretention area is designed with soil media depth of 1'-4". Per the Massachusetts Stormwater Handbook Volume 2 Chapter 2 page 26, regarding design of bioretention areas: "the depth of the soil media must be between 2 and 4 feet." and "If there is a Total Maximum Daily Load that requires nitrogen to be removed from the stormwater discharges, the bioretention area should have a soil media with a depth of at least 30 inches, because nitrogen removal takes place 30 inches below the ground surface. If trees and shrubs are to be planted, the soil media should be at least 3 feet." As currently designed, the bioretention area does not meet this design requirement. (See also comment 13.a.ii.1.)
- i. Additionally in Volume 2 chapter 2 of the Massachusetts Stormwater Handbook, page 26, it is stated: "When the bioretention area is designed to exfiltrate, the design must ensure vertical separation of at least 2 feet from the seasonal high groundwater table to the bottom of the bioretention cell." Please confirm the bioretention area if the area is designed to exfiltrate in addition to travelling through the perforated underdrain. If exfiltrating, the basin must have a 2-foot separation to groundwater, which is not being met as designed.
 - ii. Bioretention basin has been replaced with a subsurface detention basin.

g. Additional GCG Comments:

- i. The field stone open bottom culvert (The Stone Culvert) proposed to be connected into Waverly Street has steel beam supports with rusting/rotting conditions, and the culvert in general appears in poor condition.
- ii. The 12" RCP pipe on Waverly from the existing catch basin to the culvert referenced in above comment 17.g.i., should be evaluated with CCTV inspection at minimum.
 1. The pipe also appears to be disjointed and not at a uniform grade.
 2. The pipe is 6-12" below the catch basin rim
 3. The pipe does not have the recommended pipe cover (12" minimum) and is too shallow for constant vehicle live load.
 4. The applicant should provide calculations and documentation that the existing pipe condition and capacity are suitable to handle the overflows from this development.
- iii. Proposed DMH 1-1 and CB 1-1 rim grades are approximately 7" higher than the existing catch basin rim and would not work with the existing roadway grade. Lowering the rims to match the existing rim would create an insufficient pipe cover issue. (see also comment 4.e.viii.)
 - i. GCG recommends using ductile iron pipe for locations where there will be less than 2-foot cover over the pipe.
- iv. The Stone Culvert is connected to the wetland located on site which the development discharges into. The connection between the wetland and the stone culvert requires further evaluation. Additional wetlands may need to be flagged.

1. Adding flow or impacting the flow to this culvert should **not** be permitted as it may impact the stability of the culvert.
- v. Soil Test Pits SH-THP-105 and SH-TP-106 were terminated by refusal on boulders, with what appears to be a series of boulders or ledge beneath the proposed subsurface infiltration basin B-2B. The ESHGW line appears to be aligned with the wetland surface of 228+ feet. As designed, the base of the infiltration system would be at 229 feet. Massachusetts Stormwater Standards require a 2-foot separation from infiltration systems to ESHGW.
1. Additionally, it appears the excavation would be approximately 15 feet below the surface ledge and 3 feet below the nearby wetland. Stormwater standards require a minimum of 2 feet separation to bedrock. (See also below comment 17.h.i.)
 2. Additional soil test pits (with heavy equipment) are recommended at the proposed infiltration system B-2B, and surface spot grades at wetland flags GCA-26 and GCA-29 to indicate the actual ESHGW elevation in the area.
 3. The applicant states they believe the refusal was on boulders not ledge, due to the shallow depth relative to SH-TP-8 and SH-TP-7, as well as excavator response/interaction with the in-place soil. Applicant states they believe extending the wetland surface elevation 100 feet to the west for ESHGW is not consistent with the hydrogeologic conceptual site model. Additional information on page 4 of the memorandum dated 1/13/2026 (incorrectly shown on the memo 2025).
- vi. GCG does not recommend installing large infiltration systems into ledge or bedrock. Removal of ledge to allow infiltration may open up fissures/cracks in bedrock which can redirect flow paths of the groundwater, possibly drying up the wetland or opening other avenues for the water to flow, including potential new groundwater breakout onto Waverly Street, which may result in flooding and icing issues in the roadway.
1. Blasting and hammering of ledge could very easily redirect the groundwater flow as well.
- h. MassDEP Additional comments:
- i. Applicant must demonstrate at least 2 feet separation between the top of ESHGW and bottom on all infiltration units. If less than 3 feet separation then a groundwater mounding analysis is required.
 - ii. Other MassDEP technical comments appear to have been addressed in the comment memo from Ashland Conservation Agent (*note- shown, unhighlighted in this document*), including that there may be **absolute no (0.000000000000) increase in stormwater discharge after construction.**

18. Wetlands Report and Delineation

- a. The Wetland Border Report states flagging was conducted using the criteria from the WPA and 310 CMR 10. But does not referred to the Massachusetts Handbook for Delineation of Bordering Vegetated Wetlands (hereafter referred to as "Delineation Handbook", Second Edition, published by DEP in September 2022, which must be met. Please revise the report to confirm that the requirements in this handbook have been met.
- b. The Wetland Border Report does not list the delineation procedure used. Please detail how the delineation method complies with the Delineation Handbook, section 5.5.1 Delineation Procedures.
- c. Sample points provided for both the upland and wetland sample points appear to be near flag "GCA81" Only a "GCG" series appears on the plans. No flag with number 81 appears on the provided pre-existing conditions plans due to scaling, and appears to be on the wetland edge furthest from work activities. Sample point should be in an area near where the development activities are occurring.
- d. The delineation form for the wetland sample point has sections cut off in the submission and should be resubmitted.
- e. Delineation forms should be provided for multiple points along the wetland edge closest to proposed development activities for both upland and wetland sides of the line, and meet the requirements of the Delineation Handbook Appendix B Assessing the Vegetative Community - Observation Plots. Please provide the additional delineation form for sample points along the western edge of the wetlands line (the development side of the wetland), as points on the eastern side (away from proposed development activities) is not enough to verify the wetland delineation.
- f. On a site visit on November 23rd, the wetlands scientist from Goddard Consulting stated that redoximorphic features beyond 4-inches depth was not considered a wetland soil. While this may have been true in the previous wetlands delineation handbook, under MassDEP's 2nd edition of the handbook published in 2022, hydric sandy soils can have redox as deep at 6 inches and loamy hydric soils as deep as 8 inches. Any delineations conducted based on soils should be re-reviewed to ensure compliance with the revised handbook.
 - i. At the same visit the wetlands scientist also stated that he based the delineation only on soils, and dismissed an area with primarily dominant obligate wetland plants. This is similarly not in compliance with the wetlands delineation handbook from 2022 and any delineations that did not include a thorough review of the plant community and other hydric indicators should be re-evaluated.

1. Applicant has provided revised wetlands delineations which are being reviewed by Beals and Thomas.

- a. AGENT RESPONSE- revision to wetland line near abutting 63 Waverly Street should be updated on any revised plans

and the distance between the wetlands and any outflows from stormwater structures re-measured.

19. Hydrological Modeling and Supporting Information

Comments- GCG

1. Existing Hydro

- a. The majority of the existing site surface was modeled as Woods/grass combination which per TR55 means 50% woods and 50% grass. Based on aerial imagery 1995 to current, the site has been predominantly dense woods for 30 years. This model should be rerun as Woods in good condition.
 - i. The >75% grass cover surface used in sub catchments EX1.2 and 1.3 are reasonable when matching the open area at the northerly portion of the site as shown on current imagery.
 - ii. Subcatchment EX2.1 should start from the high point with a minimum Tc of 6 minutes (0.1 hour) per TR55.
 - iii. Applicant has made the revisions as recommended
- b. Design points should be based on existing runoff flow direction.
 - i. Existing EX1.1 and 1.2 subcatchments drain to Waverly Street then southwesterly to DP-1. Proposed EX 1.3 and 2.1 both drain north and northwest to the existing wetland and intermittent stream, as well as onto abutting 63 Waverly Street.
 - i. **A new design point should be added to the northern property boundary at the intermittent stream.**
 - ii. Subcatchment EX 3.1 drains southwesterly to E. Union Street DP-3 and Subcatchment EX 2.2 drains southwesterly to E. Union Street DP-2. Utility Pole #20 on Waverly Street also created an existing high point. Therefore the majority of project site runoff drains southwest along Waverly Street with a small portion travelling north to the proposed DMH 1-1.
 - iii. Applicant has revised the existing design points to have five DPs instead of the original 3. This is briefly summarized as follows:
 1. DP1 = everything that enters the catch basin in Waverly Street
 2. DP2 = everything entering the northern portion of the wetland
 3. DP3 = everything entering the southern portion of the wetland
 4. DP4 = everything that reaches Waverly Street and travels east
 5. DP5 = everything reaching E. Union Street and Waverly Street travelling west.

2. Proposed Hydro

- a. All area modeled as existing wood/grass combination surface cover should be modeled as Woods, good cover. See also comment 19.1.a.
- b. Subcatchment PR1.2 includes a proposed bioretention basin surface area with discrepancy in the bottom of the bioretention soil between the HydroCAD and the plan details (see comment 13.a.ii.) with the soil bottom in either case being below

the ESHGW line. The bioretention area would then be lined with an impervious liner, which eliminates all exfiltration function and creates a bio-detention system rather than a bioretention system.

- i. The surface area of the bioretention/detention basin could be modeled with the CN value for grass; however, the HydroCAD Pond BIO 1: Bioretention model takes 35% void credit within the engineered soil mix layer for stormwater storage and therefore should be modeled as water surface CN=98. GCG recommends using the grass surface CN and eliminating the 35% void credit used in the pond model BIO 1.
- c. Tc used in TR-55 should be 0.1 hour or 6 minutes minimum. (See also comment 19.1.a.ii.)
- d. The proposed Tc slope in subcatchment PR1.3 should be verified.
- i. There appears to be a 3H:1V side slope along the basin earth berm. The Tc with 29-foot flow length and 2% slope used on the calculations should therefore be verified.
- e. In subcatchment PR1.4 the surface infiltration area (100-year event ponding surface) should be modeled as water surface with a 98 CN value.
- f. Pond B-2A: CMP infiltration should have the top of the weir wall elevation specified in the design.
- g. Pond B-2B: CMP infiltration- the proposed system bottom is 13-feet below the exposed surface ledge shown on the existing conditions plan. Additional test pits with heavy machinery (capable of removing boulders) should be conducted to determine the extent of the boulders identified in TPs 105 and 106. (see also comment 17.g.v.)
- i. Subsurface infiltration system should not be buried in ledge.
 1. Basin has been redesigned as a surface detention basin
 - ii. Proposed outlet 2" orifice invert is a foot higher than the invert "B" elevation shown on Detail C1, sheet C-505.
 - iii. Top of weir wall elevation should be specified in the design.
- h. Pond B-2C: Surface Infiltration. Proposed 12" outlet pipe length and inverts do not match with plan sheet C-131.
- i. Top of weir wall elevation should be specified in the design.
 - ii. A horizontal model is proposed for the 1" orifice and the 4" orifice. Should these be vertical?
 - iii. Proposed outlet orifices appear to be buried in the earth berm. A connection pipe from the basin to the OCS is needed.
 - iv. Broad-crested rectangular weir dimensions should be specified on the plan with erosion control armor
 - v. Emergency spillway sizing calculation should be provided based on brimful conditions (MMSH Vol. 2, Ch. 2, Pg. 91)
- i. Pond BIO 1: Bioretention
- i. The soil layer thickness does not match Detail A5, C-507).

- ii. GCG does not recommend using 35% voids in the bioretention soil layer, since the bioretention area surface was modeled as grass cover surface in subcatchment PR1.4
- iii. The calculated surface area appears larger than the contours surface area shown on the plan.
- iv. The top weir wall elevation should be specified in the design.
- v. The bioretention soil mix depth must be between 2 and 4 feet. A 30" minimum depth is required to qualify for the Nitrogen removal credit. The current design is less than 2 feet.
- vi. Bioretention basin has been replaced with a subsurface detention basin.

j. Design Points

- i. Pre-development runoff flows toward Waverly Street due to the high point in front of utility pole #20 (Subcatchments EX 1.1 and EX 1.2). The majority of remaining site runoff drains northwesterly to the on-site wetland and discharges to the intermittent stream on 65 Waverly Street. There are minor runoff drains southward to E. Union Street in both the east and west direction. Therefore the CMP infiltration basins B-2A and B-2B overflow to the on-site wetland should be compared with the pre-development flow toward 65 Waverly Street. GCG recommends a new existing hydro design point.
- ii. The proposed surface infiltration and bioretention area outflows are designed to discharge to the existing CB on Waverly Street, which discharged northeasterly to the stone box culvert. This discharges to the opposite direction of the pre-development flow pattern. **Drainage pattern should not be altered. Especially the downstream outfall discharge to a private property.**
- iii. DMH 1-1 and CB 1-1 rim elevations are ~7" higher than the road grade, which is infeasible.

k. Operation and Maintenance Plan

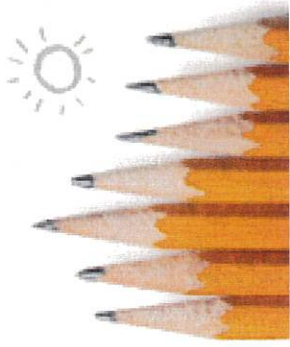
- i. The CBs should be inspected and inlet grate cleaned a minimum of 4 times per year.
- ii. There is no indication of any roof drain collection system shown in the NOI package.
 - i. The buildings (main structures and garages) roof collection system, gutter, and leader or roof drain inlet should be part of the roof runoff inlet system and should be inspected and cleaned a minimum of twice per year.

i. The proposed development generated more than 1,000 vehicle trips per day as stated in the project narrative and is a LUHPPL. Therefore, the bioretention area should be modified to meet the minimum engineered soil mix layer depth.

- i. Bioretention basin has been replaced with a subsurface detention basin.

m. The bottom of the bioretention area is proposed below the ESHGW, buoyancy calculations should be provided to ensure there will be sufficient soil weight to counter the buoyancy force.

- i. Bioretention basin has been replaced with a subsurface detention basin.
- n. TSS Removal Calculation Worksheet
 - i. Worksheet is not intended to address the 90% TSS removal requirements.
 - ii. The Bioretention Area requires pretreatment to achieve a total of 90% TSS Removal.
 - i. Bioretention basin has been replaced with a subsurface detention basin.
 - iii. The proposed surface infiltration basin and CMP infiltration basin (subsurface structure) both require pre-treatments to qualify for 80% TSS removal credit.
 - iv. Project is a LUHPPL and with rapid soil, the proposed deep sump hooded catch basin combined with the WQU do meet the 44% TSS removal pretreatment requirements.
 - v. GCG recommends utilizing US EPA (Region 1) BMP Performance Analysis (Curve or Extrapolation Tool) to address the 90% TSS removal rate and nutrient removal requirements as recommended by MassDEP.

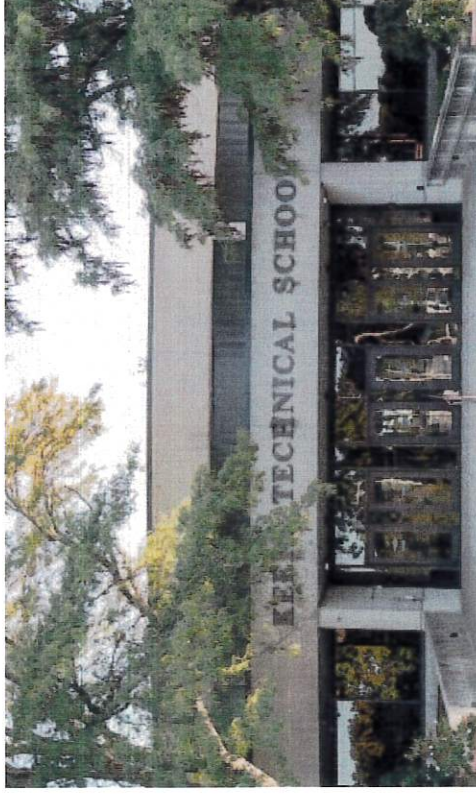


Massachusetts School Building Authority

Funding Affordable, Sustainable, and Efficient Schools in Partnership with Local Communities

Enrollment projections prepared for: South Middlesex Regional Vocational Technical Joseph P. Keefe Technical High School

January 28, 2026



The information herein represents historical enrollment and a projection using the latest data available from the Department of Elementary and Secondary Education, Department of Public Health, U.Mass Donahue Institute, and US Census. While every effort is made to have as accurate a projection as possible using the MSBA's established Enrollment Methodology, the MSBA does not and cannot predict the impact to enrollment of future, unknown events. The MSBA relies on the District to communicate and document any anticipated acute, local changes that may impact enrollment.

Refer to this link for additional information: https://massschoolbuildings.org/index.php/building/prerequisites/enrollment_methodology

Overview

The Massachusetts School Building Authority (“MSBA”) works with local communities to create affordable, sustainable, and energy efficient schools across Massachusetts. A critical early component in achieving these objectives begins with an appropriate design enrollment that positions the district to efficiently meet space capacity needs throughout future enrollment variations. Based on an agreed upon design enrollment, the MSBA collaborates with each district and its designer to aggressively pursue strategies to create right-sized facilities that are more affordable to construct and less costly to operate and maintain.

The MSBA, with the assistance of its consultant, developed a data driven enrollment projection methodology based on the modified grade-to-grade cohort survival methodology (“enrollment methodology”). The MSBA’s enrollment methodology generates a baseline enrollment projection using historic enrollment data (Department of Elementary and Secondary Education), birth data (Massachusetts Department of Public Health), female population data (US Census Bureau) and female population projections (University of Massachusetts’s Donahue Institute, “UMDI”) as follows:

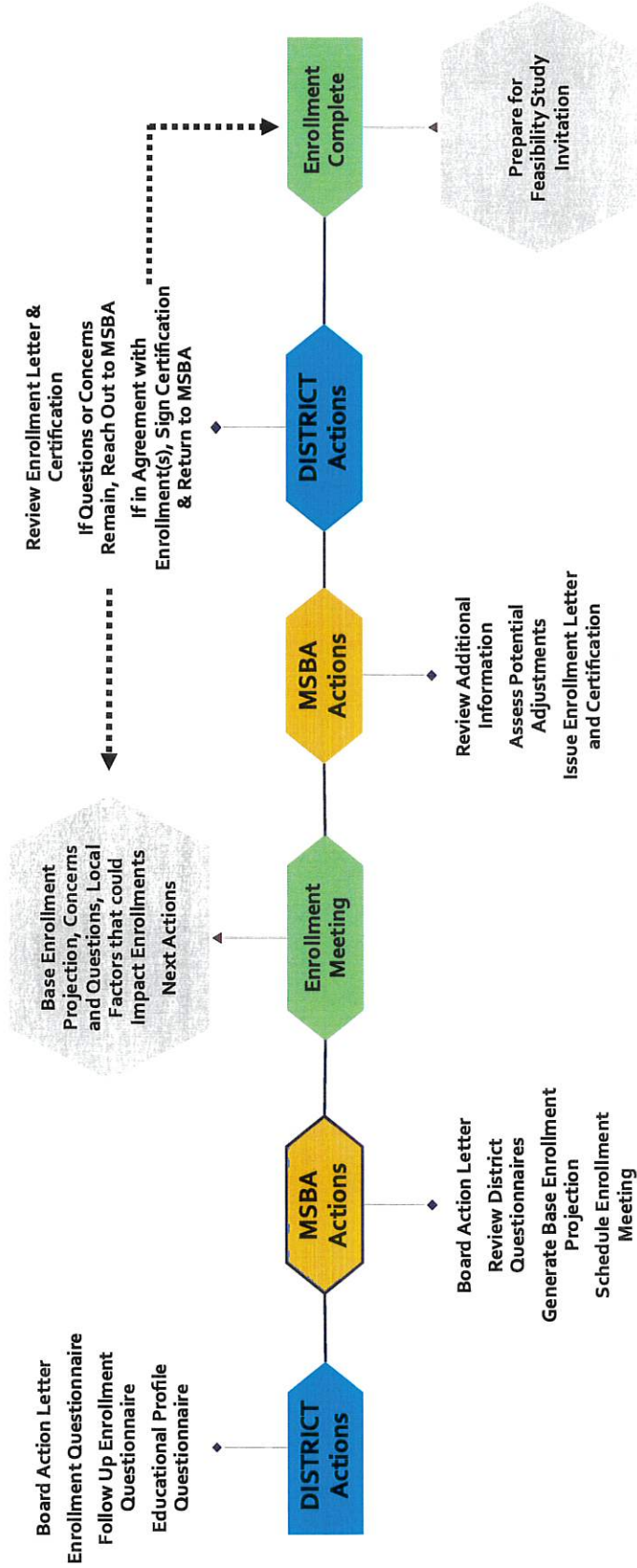
- Birth and female population data are used to calculate fertility rates;
- Fertility rates are applied to actual and projected female populations;
- Birth data and Kindergarten enrollment data is used to calculate an average birth-to-kindergarten ratio;
- The birth-to-kindergarten ratio is applied to actual and projected births to generate Kindergarten enrollments;
- Historic enrollment data is used to calculate average grade-to-grade survival ratios (the proportion of students enrolled in one grade and school year to the number of students enrolled in the next grade and school year) to project the number of students in each grade;
- Grade-to-grade survival ratios are applied to actual and projected student enrollments to generate grade 1-12 enrollment projections; and,
- The baseline enrollment is calculated using the 10-year average of projected enrollments for the grades to be considered in the proposed feasibility study.

A critical component in setting the design enrollment is an ongoing dialogue with the district throughout the process to understand what they are experiencing in their schools and in their community. Based on district-supplied information, the MSBA generates a baseline enrollment projection using its enrollment methodology. The MSBA and the district meet to share and review the baseline enrollment projection and to further discuss potential grade configurations, school consolidations, housing development and other local factors that the district believes may impact enrollment projections.

Upon agreement of a design enrollment, the MSBA and the district continue to collaborate to further develop the total square foot of the proposed project as informed by the MSBA’s space guidelines and the district’s educational program. The MSBA grant will be informed in large part by the available space and the district’s enrollment projection.

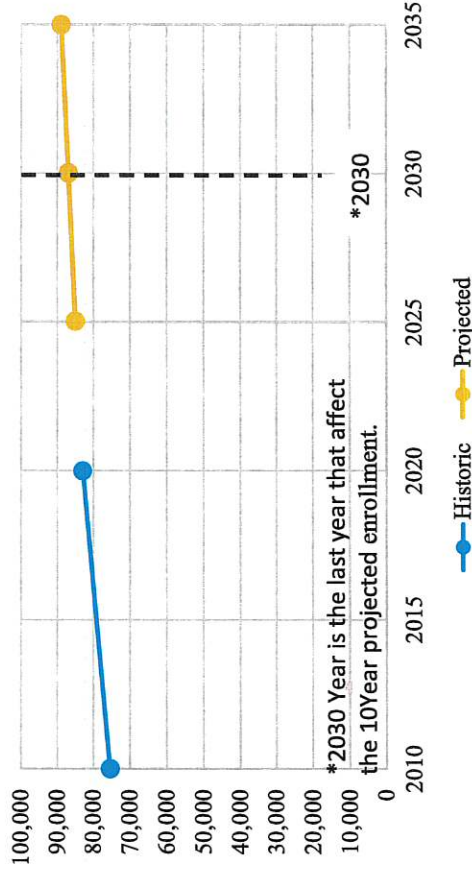


Enrollment Process Milestones

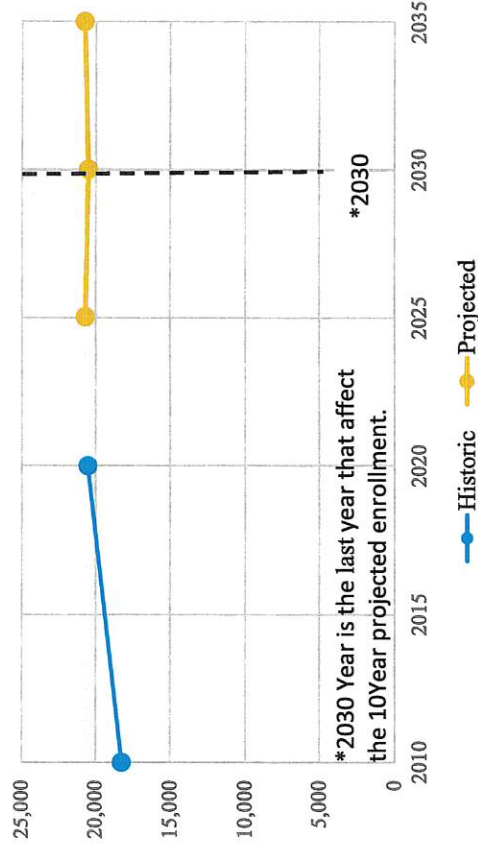


Overall member community female population had been increasing through 2020 which is projected to continue. The 20-39 Female Age Group was also trending upward but is projected to stabilize. Historically member community births were trending downward through 2013, stabilized then trended slightly upward recently, which is projected to continue.

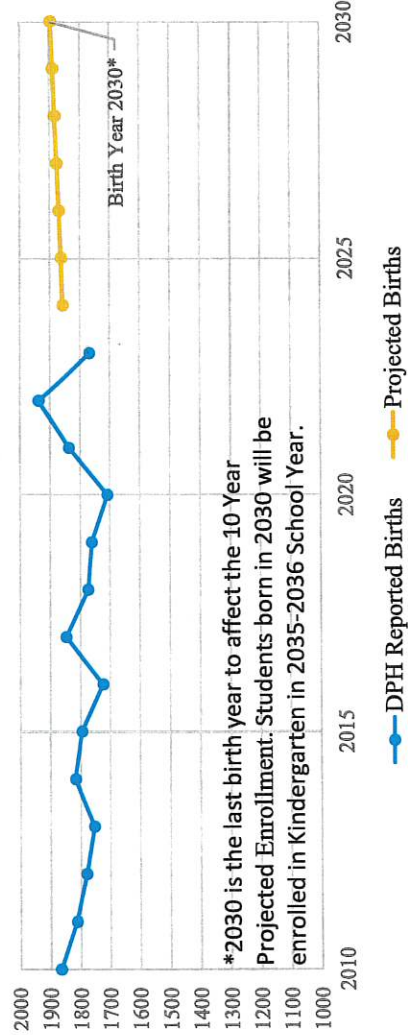
Total Female Trend



Females 20-39 Years Trend



Historic and Projected Births

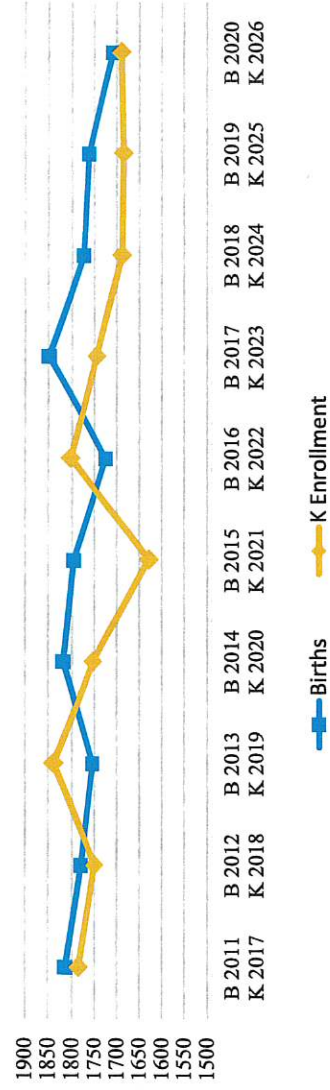


Average Fertility Rate

Maternal Age	Average Fertility Rate
10-14 Yrs	0.12%
15-19 Yrs	0.34%
20-24 Yrs	3.25%
25-29 Yrs	6.87%
30-34 Yrs	14.07%
35-39 Yrs	8.18%
40-44 Yrs	1.51%
45-49 Yrs	0.29%



Birth-to-Kindergarten Relationship



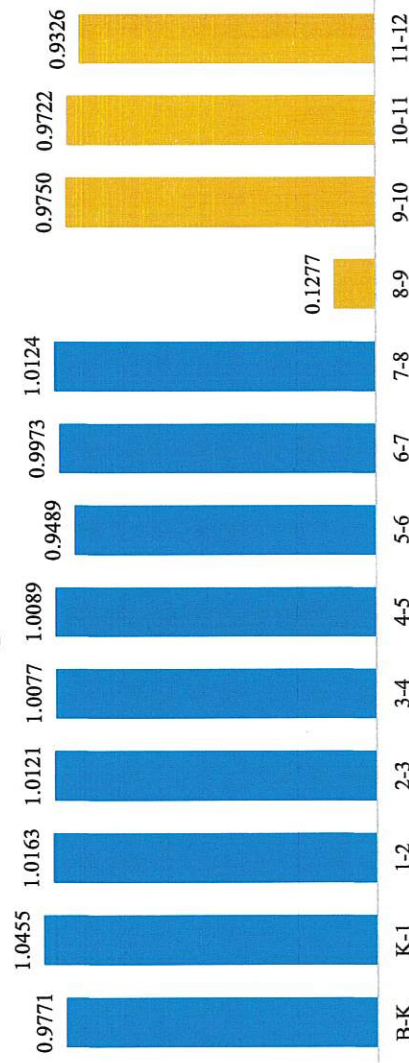
Kindergarten enrollments for each school year (Based on DESE Oct 1 enrollments) are compared to births 5 years prior to calculate a Birth to Kindergarten ratio. In this example, as presented below the chart, Actual Kindergarten enrollments for school year 2025-26 are divided by births from 2020 to determine the most recent Birth to Kindergarten or B to K ratio. This is repeated for the prior 4 years then averaged to determine the B to K ratio used to project future Kindergarten enrollments.

CALCULATING GRADE-TO-GRADE SURVIVING RATIOS, grades B-K example:

$\frac{\text{SY25-26 'actual' K enrollment}}{\text{CY2020 'actual' births}} = \frac{1,690}{1,708} = 0.9895$	repeat for the prior (4) yrs	avg the (5) yrs together =	0.9771
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Birth to K survival ratio is calculated based on 6 years.

Five Year Average Grade-to-Grade Survival Ratios



Similar to the B to K ratio, this year's grade-to-grade survival ratios are calculated by dividing this year's enrollment by last year's enrollment for the prior grade. In the example calculation the most recent enrollment for Grade 1 is divided by prior year's Kindergarten enrollment to determine the most recent Kindergarten to Grade 1 survival ratio. This process is repeated for the four prior years and averaged to determine the K to 1 survival ratio that is used to project future grade 1 enrollments. This is repeated for grades 2 - 12. The 5-year averages for each survival ratio are shown, orange shading indicates grades to be included in the enrollment recommendation.

CALCULATING GRADE-TO-GRADE SURVIVAL RATIOS, grades K-1 example:

$\frac{\text{SY25-26 'actual' 1 enrollment}}{\text{SY24-25 'actual' K enrollment}} = \frac{1,686}{1,685} = 1.0006$	repeat for the prior (4) yrs	avg the (5) yrs together =	1.0455
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Member Community births are presented the two left-hand columns. The 5-yr averages of the grade-to-grade survival ratios are shown at the top. The unshaded data below presents Member Community Grade K-8 enrollment and the District's 9-12 enrollment as reported by DESE through FY26 (School Year 2025-26). The three orange shaded areas present the MSBA's base projection by grade for the next ten years. Average enrollments for the 10 projected years are shown at the bottom.

Birth CY	Births (in CY)	School Year	5 Yr Avg										TTL			
			K	1	2	3	4	5	6	7	8	9		10	11	12
2011	1,815	2016-17	1,786	1,828	1,909	1,921	1,911	1,799	1,650	1,668	1,719	200	182	184	151	16,908
2012	1,781	2017-18	1,750	1,853	1,831	1,900	1,941	1,913	1,705	1,649	1,690	198	193	177	163	16,963
2013	1,755	2018-19	1,839	1,765	1,874	1,846	1,914	1,950	1,776	1,725	1,692	209	199	185	157	17,131
2014	1,819	2019-20	1,753	1,927	1,798	1,938	1,891	1,961	1,836	1,814	1,763	214	220	190	175	17,480
2015	1,797	2020-21	1,629	1,702	1,890	1,778	1,894	1,879	1,813	1,810	1,798	226	204	212	175	17,010
2016	1,725	2021-22	1,803	1,790	1,735	1,926	1,786	1,883	1,778	1,817	1,853	232	222	201	195	17,221
2017	1,849	2022-23	1,744	1,923	1,867	1,833	1,969	1,873	1,830	1,803	1,891	234	213	214	181	17,575
2018	1,774	2023-24	1,688	1,755	1,942	1,861	1,833	2,001	1,791	1,818	1,823	232	232	208	199	17,383
2019	1,762	2024-25	1,685	1,781	1,793	1,950	1,896	1,837	1,889	1,800	1,824	241	230	223	202	17,351
2020	1,708	2025-26	1,690	1,686	1,759	1,764	1,936	1,864	1,701	1,836	1,770	234	239	224	210	16,913
2021	1,839	2026-27	1,797	1,767	1,714	1,780	1,778	1,953	1,769	1,696	1,859	226	228	232	209	17,008
2022	1,937	2027-28	1,893	1,879	1,796	1,734	1,794	1,793	1,853	1,764	1,718	237	220	222	217	17,120
2023	1,769	2028-29	1,729	1,979	1,909	1,817	1,748	1,810	1,702	1,848	1,786	219	231	214	207	17,199
2024	1,859	2029-30	1,816	1,807	2,011	1,932	1,831	1,763	1,717	1,697	1,871	228	214	225	200	17,314
2025	1,864	2030-31	1,821	1,899	1,837	2,035	1,947	1,848	1,673	1,713	1,718	239	222	208	210	17,370
2026	1,870	2031-32	1,828	1,904	1,930	1,859	2,051	1,965	1,753	1,668	1,734	219	233	216	194	17,554
2027	1,877	2032-33	1,834	1,911	1,935	1,953	1,873	2,069	1,864	1,748	1,689	221	214	227	202	17,741
2028	1,884	2033-34	1,841	1,918	1,942	1,958	1,968	1,890	1,963	1,859	1,770	216	216	208	211	17,960
2029	1,891	2034-35	1,848	1,925	1,949	1,965	1,973	1,986	1,793	1,958	1,882	226	210	210	194	18,119
2030	1,897	2035-36	1,854	1,932	1,956	1,973	1,981	1,991	1,884	1,788	1,983	240	220	204	196	18,202
10 yr Base projected avg:			1,826	1,892	1,898	1,901	1,894	1,907	1,797	1,774	1,801	227	221	217	204	17,559

Oct 1, 2025 Enrollment grades 9-12: **907** Base Enrollment Option grades 9-12: **873**
 Oct 1, 2025 Member Community Enrollment grade 8: **1,770** Member Community Base Enrollment Projection grade 8: **1,801**


 Historic Data.

 Projections based on DESE Oct.1 Enr. data and actual births.

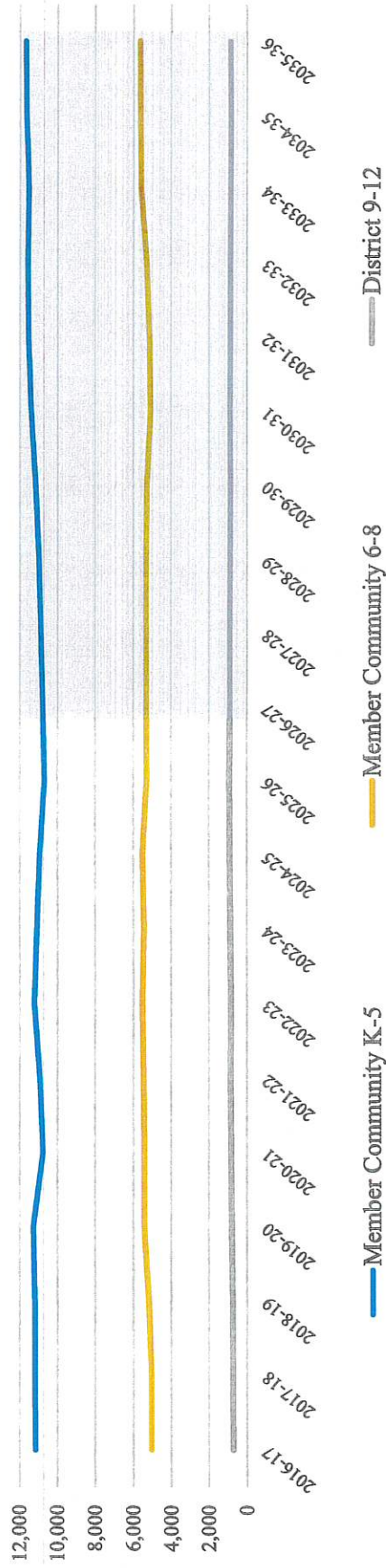
 Projections based on Projected Enrollment and projected births.



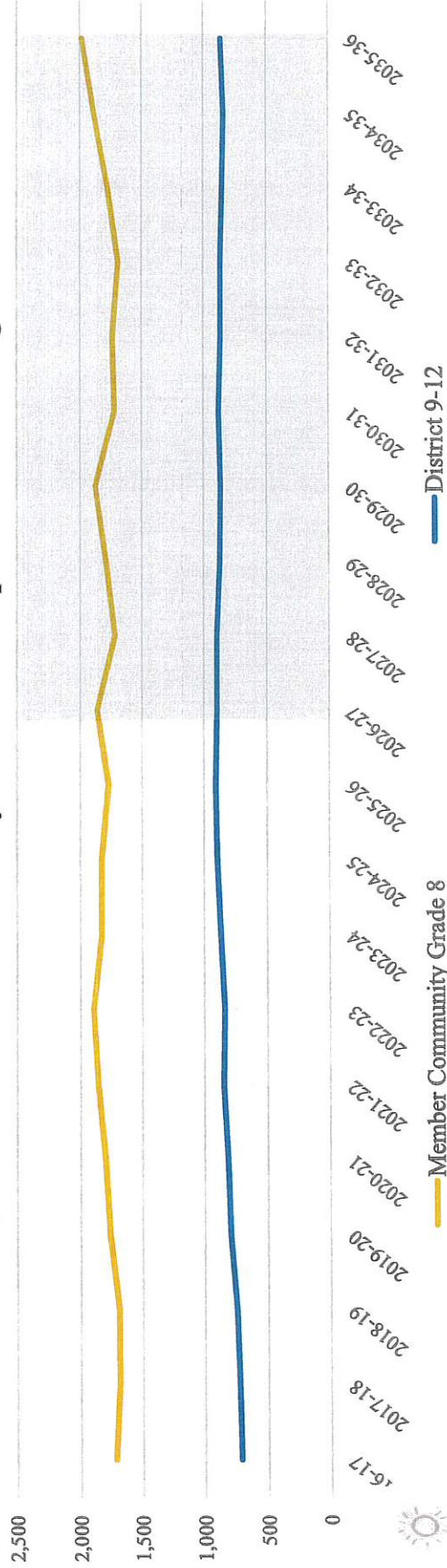
Massachusetts School Building Authority

Enrollment for member community elementary schools has been relatively stable and is projected to increase. Enrollment for member community middle school grades have been trending slightly downward which is projected to continue through the first half of the projection period before stabilizing and rising near the end of the projection period. Member community grade 8 enrollments and the proposed grade configuration are shown on the third chart below.

Enrollments by Grade Group



Enrollments for Member Community Grade 8 & Proposed Grade Configuration

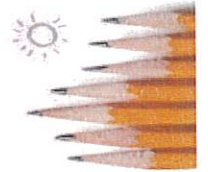


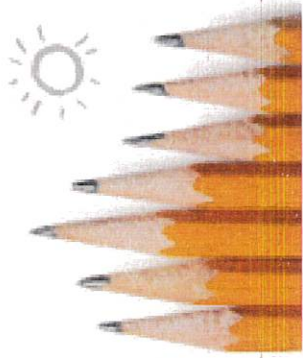
CVTE/Chapter 74 Admissions & Waitlist Analysis

School Year	Eligible Students based on DESE 8th grade Enrollment from Prior Year for Member Communities	Ninth Grade Applications from Voc/Tech Questionnaire	Students Accepted from Voc/Tech Questionnaire	DESE Grade 9 Enrollment	Student Interest Expressed as Completed Applications as a Percentage of Eligible Students	Student Interest Expressed as Offers Accepted as a Percentage of Offers Made
2021-22	1,798	387	291	232	21.5%	79.7%
2022-23	1,853	444	291	234	24.0%	80.4%
2023-24	1,891	479	283	232	25.3%	82.0%
2024-25	1,823	548	306	241	30.1%	78.8%
2025-26	1,824	612	320	234	33.6%	73.1%
				Average:	29.6%	78.0%

Table 1. Calculation of the total enrollment grades 9-12 based on the Overall Interest.

Interest based on completed applications	29.6%
Interest based on accepted offers	x 78.0%
Overall Interest	23.1%
10 yr projected average of 8th Grade Students	x 1,800
Projected Maximum Interested 9th Graders	416
Projected Grade 10	406
Projected Grade 11	394
Projected Grade 12	368
Maximum Projected Enrollment Based on projected eligible students and student interest	1,584
District Proposed enrollment with new Ch74 Programs:	1,200





Massachusetts School Building Authority

Funding Affordable, Sustainable, and Efficient Schools in Partnership with Local Communities

**South Middlesex Regional Vocational Technical
Joseph P. Keefe Technical High School**

January 28, 2026

Discussion/Conclusion

February -, 2026

cmcwhite@hopkintonma.gov

Christopher McWhite, CBO, HCO
Director of Municipal Inspections
18 Main Street
Hopkinton, MA 01748

RE: 69 and 71 Frankland Road Solar Facility Special Permit

Dear Mr. McWhite;

I am writing this letter on behalf Ashland's Select-Board, supporting the efforts to enforce Hopkinton's Planning Board's decision and findings dated August 19, 2020, which approved the construction of a solar farm at then 71 Frankland Road (now 69 and 71 Frankland Road, and parcel with unassigned address), via Special Permit. The Conditions of this permit required a certain number of acres be put into Open Space via transferring the land to the Hopkinton Area Land Trust (HALT) or other Conservation Entity, per the approved plans. Said plans showed the property of 0 Cross Street (located in Ashland) is marked "Open Space to be provided in Ashland" (Please see sheet C-5.0 of the Approved Plans attached to the Special Permit).

Conditions 28 and 29 of the Special Permit specifically refer to the approved plans which show the Open Space to be conveyed inclusive of the parcel located in Ashland and owned by the Applicant and which land was a part of the Special Permit. To that point, upon information and belief, the parcel in Hopkinton has not yet been transferred to HALT (reportedly under agreement, but not finalized), it is also our understanding that there has been no similar action for the Ashland parcel which should, according to the permit, also be transferred to HALT to be in conformance with the permit. As a result, the Zoning Code Enforcement Officer should seek or advise the permit holder that all of the land included in the permit is required to be conveyed to HALT.

Time is of the essence as it has come to our attention that the owner may be attempting to sell the Ashland parcel despite the requirements under the special permit. If accurate, it would seem to us that this would represent a direct violation of the permitted conditions and a failure to deliver the public-benefit mitigation that justified the project's approval. It would also undermine commitments made by Seaboard Solar and inherited by Agilitas as the successor owner.

Given the seriousness of this matter relative to all of the open space committed to be preserved and required to be preserved by the special permit, including the portion of the land located in Ashland, it would seem to us to deserve a second look by the Zoning Code Enforcement Officer to assure full compliance with the Special Permit, the conditions of which the abutters in Ashland relied.

Likewise, the Town of Ashland is relying on Hopkinton to uphold the integrity of its permitting process to ensure the conditions required and agreed upon during the project's approval process to be honored in full,

On behalf of Ashland's Select-Board, I thank you for your prompt attention to our concerns on this topic. The Board would appreciate confirmation of all actions taken to resolve this matter.

Respectfully yours,

Joseph J. Magnani Jr., Chair
Select-Board
Town of Ashland

cc: Hopkinton Select Board

February -, 2026

cmcwhite@hopkintonma.gov

Christopher McWhite, CBO, HCO
Director of Munitipal Inspections
18 Main Street
Hopkinton, MA 01748

RE: 69 and 71 Frankland Road Solar Facility Special Permit

Dear Mr. McWhite:

I am writing this letter on behalf Ashland's Select-Board, supporting the efforts to enforce Hopkinton's Planning Board's decision and findings dated August 19, 2020, which approved the construction of a solar farm at then 71 Frankland Road (now 69 and 71 Frankland Road, and parcel with unassigned address), via Special Permit. The Conditions of this permit required a certain number of acres ~~to~~ be put into Open Space via transferring the land to the Hopkinton Area Land Trust (HALT) or other Conservation Entity, per the approved plans ~~approved~~. Said plans showed the property of 0 Cross Street (located in Ashland) is marked "Open Space to be provided in Ashland" (Please see sheet C-5.0 of the Approved Plans attached to the Special Permit).

Conditions 28 and 29 of the Special Permit specifically refer to the approved plans which show the Open Space to be conveyed inclusive of the parcel located in Ashland and owned by the Applicant and which land was a part of the Special Permit. Regarding this parcel of land 0 Cross St. (Ashland) to protect the entire parcel deemed as open space, under your special permit, directing your attention to the conditions set forth under items #28 and #29, which permanently protected said parcels as part of the project's mitigation. To that point, upon information and belief, the parcel in Hopkinton has not yet been transferred to HALT (reportedly under agreement, but not finalized), it is also our understanding that there has been no similar action for and the Ashland parcel which should, according to the permit, also be transferred to HALT to be in conformance with the permit. As a result, the Zoning Code Enforcement Officer should seek or advise the permit holder that all of the land included in the permit is required to be conveyed to HALT.

~~has had no action taken per the requirements of the Hopkinton Permit. Time is of the essence as it~~ has come to our attention that the owner Agilitas may be attempting to sell the Ashland parcel despite the requirements its encumbrance under the special permit. If accurate, it would seem to us that this would represent a direct violation of the permitted conditions and a failure to deliver the public-benefit mitigation that justified the project's approval. It would also undermine commitments made by Seaboard Solar and inherited by Agilitas as the successor owner.

Given the seriousness of this matter relative to all of the open space committed to be preserved and required to be preserved by the special permit, including the portion of the land located in Ashland, it would seem to us to deserve a second look by the Zoning Code Enforcement Officer to assure full compliance with the Special Permit, the conditions of which the abutters in Ashland relied. 3-

~~parcel deemed as open space, it is my understanding any open space transfer is not an optional component of this project, but a core condition of approval, when approved back in 2020 by Hopkinton's Planning Board.~~

Likewise, ~~T~~the Town of Ashland is relying on Hopkinton to uphold the integrity of ~~its~~your permitting process to ensure the conditions required and commitments agreed upon ~~to~~ during ~~this~~the project's approval process to be honored in full,

On behalf of Ashland's Select-Board, I thank you for your prompt attention to our concerns on this topic. The Board would appreciate confirmation of all actions taken to resolve this matter.⁵

Respectfully yours,

Joseph J. Magnani Jr., Chair
Select-Board
Town of Ashland

cc: Hopkinton Select Board



Town of Ashland, *Office of the Select Board*

SELECT BOARD MEETING (HYBRID)

January 21, 2026 – 8:00 PM

Town Hall, 101 Main Street, Ashland, MA

Present at the meeting were: Joseph Magnani (Chair), Claudia Bennett, Yolanda Greaves, Makeda Keegan (Remote), and Brandi Kinsman. Also in attendance were Town Manager Michael Herbert, Assistant Town Manager Katherine Bird, and Executive Assistant Susan Robie.

1. Call Meeting to Order

Mr. Magnani called the January 21, 2026 meeting to order at 8:15 PM; he announced that the Select Board just concluded a Tri-Board meeting and they are now continuing their regular meeting.

2. Citizen's Participation

Mark Dassoni, resident, commented that tonight's Tri-Board meeting was very productive and transparent, which he was glad to see.

Joan Gonfrade, resident, inquired as to whether there has been a response in regards to Mr. Engler's 40B application; Mr. Magnani noted they have not yet received a response, but they will follow-up.

Ms. Gonfrade inquired as to whether a water-sewer study will be conducted that will include all of the proposed projects; Mr. Magnani noted they will follow-up with Doug Small on this.

Tony Quattrone and Susan Thorne, residents, spoke regarding the Frankland Road solar project and the importance of protecting the 1.8-acre Ashland parcel that was designated as Open Space as part of that project's approval. Both the Open Space Commission, and the Conservation Commission, are in support of a coordinated effort by Ashland and Hopkinton for the transfer of the full parcel of Open Space land to the Hopkinton Land Trust. Ashland should have an interest in asking Hopkinton to enforce the conditions that impact land in Ashland; that land is meant to offset deforestation for the solar array, preserve wildlife habitat, maintain trail connections, and protect the watershed and downstream resources. They are requesting the Town monitor the progress and reinforce Ashland's expectation to protect that parcel as Open Space. Mr. Magnani agreed with the need to protect that parcel and that Hopkinton abide by the agreement.

Mr. Magnani will speak with Town Counsel in regards to sending a letter to Hopkinton. Ms. Greaves noted that she spoke with Hopkinton's Assistant Town Manager today and is waiting to hear back from him and will communicate out to the Board to see where we can go; Board Members agreed to have this on the next meeting agenda for further discussion.

3. Old/New Business

- Discuss the Creation of the Citizens Action Group.

Mr. Magnani noted that during the Select Board's last meeting, they discussed appointing a Select Board liaison to Rob Scherer's citizen's group. Mr. Scherer stated that his committee was expecting a Select Board Member or two to be appointed tonight to work out a joint statement or proposal for the Select Board to take action; if they are not willing to work with them, they may go back to their original plan and bring it to the spring Town Meeting. Ms. Keegan offered to be a Board liaison; Mr. Magnani offered to be an alternative. Susan Jensen asked the reason for the change in thinking; Mr. Magnani noted there has not been a change, appointing a liaison is what was agreed during the last meeting. Mr. Scherer thanked the Board and will reach out to the Board liaisons.

- Review No Hunting Bylaw.

Mr. Magnani discussed an incident that occurred at Warren Woods involving an individual hunting at Warren Woods after Warren Woods had come up on a GPS Hunting app. Mr. Magnani noted that the Bylaw states there is no hunting allowed in the Town Forest; he suggested they may want to look at updating the Bylaw to state that there is no hunting allowed on Town-owned property. Board Members discussed having legal counsel contact the hunting app or website to have it updated to remove the reference to Ashland; Mr. Magnani has spoken with Doug Small who will look into updating those GPS maps and coordinates, and adding signage stating that no hunting is allowed. The Board discussed implementing fines, and promoting information on social media that there is no hunting in Town. Board Members agreed to look at working with Conservation and Becca Solomon to update the Bylaw. Bow hunting is currently allowed on private property with the property owner's permission.

- Discuss the Housing Production Plan Meeting.

Board Members discussed the Housing Production Plan Meeting held last night at the Community Center. A Housing Production Plan was last completed five years ago. A Housing Production Plan is a planning tool that is meant to help the Town identify housing needs, set goals, and outline strategies.

Ms. Kinsman attended the Housing Production Plan Meeting, she explained that, assuming the three 40B projects are permitted and built in a certain amount of time, that will get Ashland to the 10% SHI (Subsidized Housing Inventory); between that, and having a certified Housing Production Plan, will put the Town in Safe Harbor. Ms. Greaves noted that the Town was in Safe Harbor but two projects did not go forward; she also noted that Ashland's SHI should be lowered by the State, not increased. Ashland's AMI (Average Median Income) is currently tied to Metro Boston and that is unrealistic. Ms. Greaves noted that Framingham has a number of affordable units which are vacant because the affordable units are not affordable enough. Mr. Herbert suggested that if communities' band together they may have more leverage. Ms. Greaves suggested utilizing JM Goldson, who is working on the Town's Housing Production Plan, to find out which other communities are facing similar issues, and how we can work together to do something about this. Ms. Bennett noted that JM Goldson would look at data for a cost, but it would only give us data.

The Housing Production Plan is on track to be completed by March; it will be ready to be presented to the Select Board and Planning Board, and will then be sent to the State for certification.

Inclusionary Zoning was discussed during the Housing Production Plan presentation; there may be certain strategies the Town can use when negotiating with developers.

Board Members discussed areas of concern pertaining to housing:

- Affordable not being affordable enough;
- Needing housing for seniors, including seniors who want to live in smaller homes, not apartments;
- Having smaller, affordable starter homes;
- Building condominiums rather than rentals;
- Adjusting Ashland's AMI.

Board Members agreed the Housing Production Plan is a good tool towards strategizing some of these key housing issues; and the importance of putting some concentrated time and effort into operationalizing our ideal state of Housing in Ashland, to determine what needs to be done over the next few years to ensure we are driving in that direction.

- Discuss the Select Board Office Hours.

Ms. Kinsman discussed tying in Select Board Office Hours with the Library Book Sale, which is the first Saturday of each month; which she has confirmed is possible, beginning in February and running through May; Board Members discussed holding an alternative Office Hours Day on the third Saturday of the month, at another location, possibly Dulce de Leche. Board Members also discussed trying out some other days, such as a weekday or weeknight, as well as attending the Community Center with Mr. Herbert. Ms. Kinsman will put together a Signup Genius; once the schedule is complete, she will work with Communications team to put it out to the public.

- Update on 40B Projects.

61 Waverly: Mr. Herbert reported that the 20-day appeal period for 61 Waverly Street has passed and there hasn't been an appeal; the Applicant is currently in front of the Conservation Commission and are still months away from completing with them. The applicant has been resistance in regards to replacing a pipe; Mr. Herbert has been informed that the applicant is now willing to replace that pipe. There has also been significant concern regarding groundwater.

10-60 Main Street: Mr. Herbert reported that the Decision for 10-60 Main Street was filed with the Town Clerk; the 20-day appeal period will end on January 30th. They have not yet applied to the Conservation Commission but anticipate doing so before March. Mr. Herbert explained that they will need to do two rounds of air quality testing prior to occupancy.

Ms. Kinsman inquired as to whether Town Counsel is still involved with these projects to support Conservation, now that these ZBA hearings are closed. Mr. Herbert stated that Conservation has requested they be a part of the 61 Waverly Street review, and will do the same for 10-60 Main Street. Mr. Herbert will verify.

55 West Union Street: Mr. Herbert reported that 55 West Union Street is still before the ZBA, they just completed the Stormwater peer review; there are concerns after the Civil peer review regarding the sewer placement. They are looking at doing some test pits. It is also in front of Design Review; Mr. Herbert expressed concern with the appearance of the building.

Ms. Bennett noted there were questions raised during the public hearing for 10-60 Main Street regarding the 40B application from Mr. Engler, as well as requirements pertaining to a previous suspension from MassHousing, and whether the requirements were enforced. Attorney Winner has spoken with an Attorney from EOHLC; who believes everything was resolved as of January 1, 2026. Ms. Bennett stated that Attorney Winner is supposed to provide an answer this week.

Mr. Herbert stated he is putting together a very comprehensive report on the 10-60 Main Street project, going back many years, such as the 2017 Site Readiness Application, and how hard they pushed back on the demolition of the granite buildings in 2020; he noted it will be an interesting report.

4. Consent Agenda

- Accept the Regular Session Minutes from January 7, 2026.

- Notification of the Town Manager's appointment of Madison Anderson, Public Safety Dispatcher with a request to waive the 15-day waiting period.
- Approve the recommendation from the Council on Aging to appoint Meredith Gingrich to the committee with a term that will expire on 8/31/28.
- Accept the recommendation from the Economic Development Advisory Group, granting Killa Pizza LLC, 9 Homer Ave a reimbursement in the amount of \$25,000.00. The breakdown is rental and equipment totals \$20,000.00 and \$5,000.00 is for sign and façade.

Motion: Ms. Greaves motioned to approve the consent agenda as presented on the agenda; the motion was seconded by Ms. Kinsman.

Vote: 5-0-0. The motion was approved by rollcall vote.

5. Town Manager Report

- MMA Conference – Mr. Herbert reported that he and some Board Members will be attending the MMA Conference which starts tomorrow and goes through Saturday; there will be many peers discussing overrides and housing, similar issues as Ashland. It is always an interesting time.
- Budget Update – Mr. Herbert will have the current FY2026 budget available at the next meeting.
- Citizens Academy – Ms. Bird reported that they held the first session for Citizens Academy for 2026; they have made some changes to the program to make it more interactive and engaging. The first session was a test run with the new program and the feedback they received was all positive; the second session will be held next week. Citizens Academy meets the second and fourth Wednesday of each month; there are 16 residents enrolled, it is a great group of residents. There are some residents who are new to Town, and some who have lived in Ashland for decades. Board Members expressed interest in sitting in; Ms. Bird will share the schedule with the Board. Next week the group will be meeting with the HR and Finance Teams. Mr. Herbert discussed how they were able to make it more engaging, allowing the residents to drive the subjects of the discussions; they then used those opportunities to bring in the workings of local government structure.
- Mr. Herbert discussed a \$25,000 grant received by the Board of Health to cover the Childhood Vaccine Program; Mr. Herbert commended the work of Health Director Rajit Gupta and his Team.

Ms. Keegan inquired as to the Sewer Rehabilitation Project; Mr. Herbert discussed the leaks that occur to the pipes from groundwater. The groundwater gets into the sewer system which impacts our capacity, as well as our cost. The Sewer Rehabilitation Project seals those leaks. Mr. Herbert will ensure that information for residents is put out on social media. Ms. Greaves suggested that the curbs be fixed during the repairs; Mr. Herbert will do his best.

Motion: Ms. Greaves motioned to go past 10:00 PM; Ms. Kinsman seconded the motion.

Vote: 5-0-0. The motion was approved by rollcall vote.

6. Board Reports

Yolanda Greaves: Ms. Greaves discussed attending a MetroWest Regional Collaborative meeting; she will get information for Ms. Keegan pertaining to the discussion on Historical Districts Training. Ms. Greaves will be attending MMA tomorrow through Saturday, she will listen to the Women in Government discussion, which should be interesting. She will attend the WEMO luncheon on Friday, and the Mass. Select Board Association meeting on Saturday which will include a roundtable discussion regarding issues communities are having, and brainstorming ideas.

Makeda Keegan: Ms. Keegan reported attending the Housing Production Plan meeting last evening; she thanked all the residents who came out and participated in the process, there were a lot of great questions. It

has been recorded by WACA-TV, people should watch it and take the survey. Ms. Keegan caught the last of the Conservation Commission's meeting, but missed the Historical Commission's meeting, as she was under the weather, but will circle back with them soon.

Claudia Bennett: Ms. Bennett also attended the Housing Production Plan meeting, and then attended the Conservation Commission meeting online. The Housing Production Plan meeting was well done, there was good information. Ms. Bennett acknowledged the work of the DPW during the recent storms; she also appreciated the assistance of Firefighter Hayes who came out and was very helpful regarding a car issue. Ms. Bennett reached out as liaison to the Stormwater Committee and the Community Preservation Committee; however, they both meet on the first Tuesday, so she may look at switching, or meeting off-cycle.

Brandi Kinsman: Ms. Kinsman, as liaison to the Sustainability Committee, joined their meeting a couple weeks ago. They are considering a Town Meeting Article called 'Skip the Stuff', which encourages restaurants to not include plastic forks and knives, and napkins in to-go orders, to only include upon request. Ms. Kinsman attended both the Conservation and ZBA meetings as liaison as well. Board Members commended Becca Solomon and the great work she is doing for the Town. Ms. Kinsman attended the Housing Production Plan Meeting as well, she has offered to help with the campaign for the Ballot Committee, together with Paul Kendall, School Committee, and John Moore, Finance Committee.

Joseph Magnani: Mr. Magnani discussed attending a Traffic Safety Committee Meeting, they discussed 40Bs and traffic flows, as well as sidewalks. They have had tractor trailers coming from Framingham using Myrtle Street; Framingham does not enforce it, nor do they have signs. Mr. Magnani has a call into the Mayor to discuss. Mr. Magnani noted that at the last meeting with the Board of Health, the Boards discussed the possibility of hearing the voices of the students in Town regarding the Nicotine Free Generation policy being discussed; he put an email out to Berlin Awach, the new Youth Prevention Coordinator; they will be meeting on February 2nd.

Mr. Magnani announced a No Parking Ban between the hours of 1:00 AM and 6:00 AM. If there is a snowstorm, there is no parking at all on the roads, so the plows can do their jobs.

7. Next Select Board Meeting – February 4, 2026.

The Board will next meet on February 4, 2026.

8. Adjournment.

Motion: Ms. Greaves motioned to adjourn; the motion was seconded by Ms. Kinsman.

Vote: 5-0-0. Motion was approved by rollcall vote.

The motion adjourned at 10:19 PM.

Documents Reviewed during the January 21, 2025 meeting:

- Citizens Action Group Proposal
- "No Hunting" - Town Forest Bylaw
- Housing Production Plan
- Draft Regular Session Minutes from January 7, 2026
- Recommendation and Talent Bank Form, Meredith Gingrich
- Recommendation, Economic Development Advisory Group, Killa Pizza



Susan Robie <srobie@ashlandmass.com>

Online Form Submittal: Talent Bank Form

1 message

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

Mon, Dec 8, 2025 at 10:24 AM

Talent Bank Form

Page 1

TALENT BANK FORM

Please note that current vacancies can be found by looking at "Volunteer Opportunities". As vacancies become available we update the website to reflect the opening(s). If you apply for groups that doesn't have an opening your Talent Bank Form will be shared with the chair of the group. The Select Board, the appointing authority will be unable to appoint you if there is no vacancy. Each committee or position has a different level of commitment and the Select Board requests that everyone attend a meeting or two prior to seeking appointment. This allows you to understand what the group is working on and what the actual commitment would be. Most committees meet on a regular schedule, typically once or twice a month in the evening. Committee chairs and or staff are happy to provide additional information or answer any questions you may have about a particular group.

Upon receipt, your Talent Bank Form will be reviewed and shared with the chair and the Select Board. We will not be able to proceed if no matches exists between your request and our openings. 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.

Please remember that all meetings are open to the public, so even if you are not a member it does not exclude you from getting involved.

Name	Alex Mironovas
Email Address	
Address	
City	Ashland

State	MA
Zip Code	01721
Home Phone	
Cell Phone	<i>Field not completed.</i>

Page 2

I am interested in serving the Planning Board, Zoning Board of Appeals
Town in the following
positions:

Other: *Field not completed.*

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

BACKGROUND:

Employer IPS

Position Process Automation Group Lead

Education Master of Science

Page 3

Please describe any International Building Code, NFPA codes, IEC standards
training/experience you
possess

Please describe other skills Residential Architecture, Urbanistic design
and interests

Please describe your None
government or community
volunteer experience
(Ashland or elsewhere)

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

Fwd: 2025 End of Year Memo

1 message

Michael Herbert <mherbert@ashlandmass.com>

Wed, Jan 21, 2026 at 7:36 AM

To: Susan Robie <srobie@ashlandmass.com>, Katherine Bird <kbird@ashlandmass.com>

Can you add the discussion of this to the next SB meeting under TM Report?

----- Forwarded message -----

From: **Brian White** <bwhite@felpower.com>

Date: Tue, Jan 20, 2026 at 1:56 PM

Subject: 2025 End of Year Memo

To: Michael Herbert <mherbert@ashlandmass.com>, Diane Mortensen <dmortensen@ashlandmass.com>, Samantha Riley <sriley@ashlandmass.com>, Jasmin Farinacci <jfarinacci@ashlandmass.com>

Hello Ashland,

Please find your 2025 End of Year Memo attached. It was another solid year of savings for natural gas and electricity.

The electric agreement with Constellation, fixed at \$0.1276/kWh with 100% green power, expires in December 2028 and looks excellent. Ashland's natural gas agreement, fixed at \$0.7517/Therm with Sprague, expires in April and also looks excellent with utility rates coming in well above your fixed rates to start the year. I've reached out a few times about collecting the Eversource natural gas bills to run a full pricing request, but have not received them - please send!

The town will be in great shape once we take care of the natural gas. Hope everyone is doing well, consider me a resource for all things energy. Please call or email any questions.

PS - I'll be at this year's Connect 351 event - booth 525! We're very excited to participate, please stop by and say hello if you get a chance.

Thanks,



Brian White | Municipal Program Director
200 Friberg Parkway, Suite 3013, Westborough, MA 01581
P 508.928.5079 | F 866.472.2172



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Annual Review of Contract Rates vs Utility Supply Rates and Forward Projections

To: Michael Herbert, Diane Mortensen, Samantha Riley, Jasmin Farinacci, Town of Ashland
From: Brian White, Bart Fromuth, Dan Cwalinski
Date: January 19, 2026

Under the terms of your electricity consulting agreement, which is effective through December 2028, we provide an annual review of your contract supply rates as compared to the avoided Eversource rates and make forward budget projections of your supply costs. The following is our annual update.

Looking Back - Electric: Table 1 - In calendar year 2025, savings from your Constellation supply contract, as compared to the avoided utility supply rates will total \$124,968 with usage of 6,882,872 kWh per year across all accounts under this contract.

Table 1: Supply Contract Rates Vs Utility Supply Rates

	Cal 2025	FY 2026	FY 2027
Contract Rate	\$0.12590	\$0.12760	\$0.12760
Weighted Utility Rate	\$0.14410	TBD	TBD

Total Electric Savings: Calendar Year 2025 = \$124,968!

Forward Projections: Based on the same 6,882,872 for annual kWh usage, we recommend you budget \$878,254 in Calendar 2026 and FY 2027 for **energy supply charges** (\$0.1276/kWh X 6,882,872 kWh). These budget numbers are for the accounts served by the Constellation contract and will increase or decrease if the assumed consumption changes. Please let us know if we can help answer any questions.

Timing: Ashland opted to purchase their December 2024 start, 100% GREEN power agreement on January 26, 2024 - 11mo in advance of the start. The timing was excellent as energy markets have only increased since! With 36mo remaining at the fixed rate of \$0.1276/kWh, the town is in great shape.

This correspondence is for informational purposes only and is non-binding. We do not guarantee the accuracy, reliability, or completeness of the information provided. Any reliance on this information is at your own risk, and we disclaim all liability for errors or omissions. Offers mentioned are subject to market movements and may change without notice. We do not guarantee the availability of any prices or terms at any time. Prices are based on current market conditions and may need to be revised before deal execution. This proposal is not a binding offer or contract. A binding obligation only arises upon execution of a mutually satisfactory definitive agreement signed by authorized officers of the relevant parties.

Looking Back – Natural Gas: Table 2 – In calendar year 2025, savings from your Sprague supply contract, as compared to the avoided utility supply rates will total \$18,738 with usage of 250,147 Therms per year across all accounts under this contract.

Table 2: Supply Contract Rates Vs Utility Supply Rates

	Cal 2025	FY 2026	FY 2027
Contract Rate	\$0.75170	\$0.75170	TBD
Weighted Utility Rate	\$0.82660	TBD	TBD

Total Natural Gas Savings: Calendar Year 2025 = \$18,738

Forward Projections: Ashland’s 42mo NGAS agreement with Sprague will expire on April 30, 2026. We’ve reviewed renewal offers and requested recent Eversource invoices to set a Final Bid date but have not received them – please send (one month for each account, all pages). Until we reach a new agreement, we can’t project the supply budget. Eversource’s 2025/2026 winter price to compare is \$0.9477/Therm, Ashland’s renewal offers were in the 80cent range.

Additional Info:

Electric Costs - Day-Ahead Ancillary Services Initiative (DASI): Massachusetts launched DASI in March 2025, creating a new market structure to procure and compensate ancillary services – such as reserves and regulation – on a day-ahead basis to strengthen grid reliability, support renewable integration, and incentivize flexible resources like storage and fast ramping generators. This new charge was passed through to the end user by electric suppliers, starting in June 2025, causing your fixed rate to increase because of a “Change in Law”.

Natural Gas Costs - Algonquin Rate Case: In May 2024, The Federal Energy Regulatory Commission approved a rate increase for the first time in 6 years for the Algonquin Gas Pipeline, one of the major pipelines feeding the Northeast. These increases were sought by the pipeline operator for capital improvements to modernize its systems, operations, maintenance expenses, and overall rising costs largely based on inflation. These increases were approved by FERC and will increase the pipeline’s capacity costs to utilities significantly. This new charge was passed through to end users on the Algonquin Pipeline by Natural Gas suppliers starting in 2025, causing your fixed rate to increase because of a “Change in Law”.

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Ashland enjoyed another year of savings in 2025 and with the natural gas contract set to expire in a few months, please send those Eversource bills (all pages) so we can work on a Final Bid date.

2025 Total Savings = \$143,706!

Our municipal group welcomed several new communities to our portfolio in 2025 and our biggest advocates are existing clients. Please consider sharing your experience with other colleagues or friends who may benefit.

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