



Town of Ashland, Office of the Select Board

SELECT BOARD MEETING (HYBRID) February 18, 2026 – 7:00 PM Town Hall, 101 Main Street, Ashland, MA

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

1. Call Meeting to Order

Select Board Vice Chair Brandi Kinsman called the February 18, 2026 meeting to order at 7:03 PM, she announced that the meeting was being recorded and broadcast live by WACA-TV, and livestreamed on YouTube. 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 YouTube.

2. Citizen's Participation

Mark Dassoni, resident, commented on the Town Manager's recent Newsletter and his reflections on the growth of the Town, Mr. Dassoni discussed the State's housing policies.

Susan Thorne, resident, followed up on her recent comments regarding 0 Cross Street. Ms. Thorne had asked that the Town pause all municipal permits until the Open Space status is resolved with Hopkinton and Agilitas; she would like confirmation on this and that the pause will remain while being addressed, as well as an update on communication between Ashland's Town Counsel and Hopkinton's Town Counsel. Ms. Thorne appreciates the Board keeping this matter among their priorities.

Ms. Kinsman confirmed that a letter was sent out on behalf of the Select Board; Mr. Herbert confirmed that the Building Commissioner will follow all applicable laws, noting that it would likely be difficult to issue a building permit on a property with existing restrictions.

David Rosenblum, resident, also spoke regarding 0 Cross Street, noting that it is 1.8 acres of wooded land, the trail is wonderful and leads to Hopkinton State Park.

Ms. Bennett suggested the Board be kept apprised of any developments.

3. Scheduled Appearances

Doug Small – Update on Boston Marathon Preparations.

Doug Small and Kevin Langmeyer explained that officials from DPW, Police, Fire, Board of Health, and others met with BAA officials to discuss what worked last year, what did not. Mr. Small stated that Mr. Langmeyer crafted the setup of the Plan and will walk the Board through it.

Mr. Langmeyer explained that Marathon preparation involves extensive months in advanced safety, traffic, and security coordination among eight communities, including more than 48 public Agencies-Local, State and Federal. The DPW's kickoff starts in March, with sweeping and paving, and coordinating with 50 volunteers from Dell to help clean up the route. Traffic management includes many detours and barricades to keep everyone safe. Mr. Langmeyer explained that on the day of the event, 30 DPW employees from every Department, and 99% of the Ashland Police and Fire Department will be assisting, as well as 150 police officers from neighboring communities, and 50 National Guard, along with multiple other agencies, to provide additional support. Mr. Langmeyer explained the placement of barricades and detours, and discussed roadwork that will take place at the intersection of Rt. 135 and Fountain Street. Mr. Small explained there are multiple phases of that project; in addition to the roadwork, there will be safety improvements of the intersection, including new traffic signals, and a crosswalk. Mr. Small stated that the coordination of Ashland officials during the Marathon is extremely well-organized, it is an exciting day to be a part of. Board Members thanked Mr. Small and his team for all of their work.

4. Old/New Business

Reminder Town Meeting Warrant Articles are due by February 27, 2026.

Ms. Bird stated there will only be two or three Articles in addition to the usual Budget Articles, Articles are due to her by February 27th.

FY27 Budget Update Including an Operational Override.

Mr. Herbert explained that Board Members have in their meeting packet two documents; a General Fund Summary for FY27, and the Departmental Summary, if the override passes.

The General Fund Summary shows that the deficit has grown a bit, it was \$196,350; after factoring in State aid and debt service payments it goes up to \$704,000. Mr. Herbert explained that we will continue to look at local receipts but will have to hit the Stabilization Fund a bit more to have a balanced budget going in. Charges came in higher than anticipated for certain items such as School Choice.

Departmental Summary shows the municipal side and some of the other line items as well, including the increase associated with them. Notes are included next to some, which Mr. Herbert discussed:

- Town Manager: \$75,000 increase to cover encumbrances that were carried over.
A Strategic Reserve Account was created containing \$60,000.
- Town Accountant: \$7,500 will go to the Town Accountant budget for an additional staff Accountant.
- Assessors: \$57,250 increase for new, more efficient Software.
- Public Buildings: \$198,700 increase for a Building and Grounds Department, utility increases, and expanded preventive maintenance costs.
- Police Dept.: \$100,000 increase for F/T Traffic Enforcement.
- Fire Dept.: \$300,000 increase for an additional Firefighter per shift.
- School: \$2,750,000 School Increase.
- Cemetery, Parks and Trees: \$60,000 increase to restore the landscape maintenance account with Yellowstone.
- Senior Center: \$20,000 increase to increase hours of the Senior Center staff to provide more activities.
- Veterans: \$34,650 increase for increased Veterans benefits.

Mr. Herbert explained that the 2.5% increase is \$1,422,000; with \$1,273,000 of that being the increase in benefits and insurance. Ms. Bird added that GIC (Group Insurance Commission) is looking at plan design changes,

including increases on the employee side, such as co-pays, insurance deductibles, etc. GIC will vote on that at their meeting on February 26th, after that they will vote on the rate increase.

Mr. Herbert suggested the Board or Tri-Board may want to sponsor at least one public forum before Town Meeting, in addition to a regular Tri-Board meeting, possibly on the same night. Ms. Greaves suggested a forum at the High School and inviting Department Heads.

Ms. Bennett inquired, and Mr. Herbert responded, that if the override doesn't pass, we would lose any community presence with public safety personnel, maintenance of grounds, and may require renegotiating certain things. The schools would lose 32 positions. Ms. Bennett would like to see a column showing if the override doesn't pass, and the budget going back further.

Discuss the Timeline for the Town Manager's Evaluation.

Ms. Kinsman discussed the evaluation process used in prior years; Mr. Herbert said he would be happy to look at alternative processes. Board Members agreed the form and timeline needs some revisions. Board Members agreed to keep this on the next agenda.

Discuss Citizen Participation Guidelines.

Ms. Bennett noted that during the Open Meeting Law Training, Citizen Participation was discussed and it was very informative. A draft policy regarding Citizen Participation was included in Members' meeting packets, the policy was drafted by Town Counsel and was offered for guidance for tonight's discussion. Board Members agreed they would like to have a process where parameters are set at the front of every meeting, as long as it is consistent.

Carl Hakansson, resident, Conservation Commission Vice Chair, agreed that public comment during an agenda item should be a place for open discussion.

Discuss the request from the Conservation Commission to hire an attorney to represent them for the 10-60 Main Street Project.

Ms. Kinsman explained that they received a request from the Conservation Commission to have a separate attorney for 10-60 Main Street. The firm the Town utilizes is representing the applicant in another town, on another matter.

Ms. Greaves inquired if they have another firm in mind. Mr. Hakansson said not specifically, but they have spoken generally with several firms. They wanted to first get approval from the Select Board. The first hearing is March 2nd.

Mr. Herbert suggested putting a cap on the amount; if that cap is reached, they would need to come back to the Select Board for an extension.

Motion: Ms. Bennett motioned to authorize the Conservation Commission the use of outside counsel for the upcoming hearing for the 40B project at 10-60 Main Street, in an amount not to exceed \$10,000; if additional monies are required, they would return to the Select Board. Ms. Keenan seconded the motion.

Vote: 4-0-0. Motion approved.

Ms. Kinsman requested that the Board be kept apprised when an attorney has been hired, and what the rate is.

Discuss the Process for Board and Committee Liaison updates to the Board.

Board Members discussed Board and Committee liaisons providing a more in-depth update during Select Board meetings; the Board discussed having a standing agenda item for Committee liaison updates; Ms. Robie offered

to track the Committees which have Board liaisons and will include liaison updates on the agenda based on meeting schedules.

Discuss the creation of the Comprehensive Plan Implementation Committee.

Ms. Greaves provided the Board with a Draft Plan for a Comprehensive Plan Implementation Committee. Based on the conversation the Committee had at the last Comprehensive Plan meeting, the recommended composition for the Implementation Committee should include:

- One Select Board Member
- One Planning Board Member
- Two to four Members of the Comprehensive Plan Committee
- Three to four at-large members of the public
- One staff liaison (attendance not required at every meeting)

Mr. Herbert suggested the staff liaison attend meetings quarterly and noted that it would be helpful for the Committee to prioritize current projects.

Ms. Greaves expressed interest in sitting on this Committee; she stated that she is committed to seeing this through. Board Members discussed the selection process. Ms. Greaves stated that the draft Implementations Plan has been shared with the Planning Board. Ms. Greaves emphasized the importance of establishing this Committee promptly to begin moving forward.

Motion: Ms. Keegan motioned to appoint Yolanda Greaves as the Select Board representative to the Comprehensive Plan Implementation Committee. The motion was seconded by Ms. Bennett.

Vote: 4-0-0. Motion approved.

The Board will meet with the Planning Board next Thursday, February 26th.

Update on 40b Projects.

61 Waverly Street: Mr. Herbert stated that they did submit to the Executive Office of Housing and Livable Communities the Comprehensive Permit for 61 Waverly Street, which will hopefully put the Town in Safe Harbor status. Waverly Street is currently before the Conservation Commission. The Applicant has agreed to replace the culvert, but did not agree to add sidewalks on Waverly Street.

10-60 Main Street: Mr. Herbert explained that 10-60 Main Street is still within the appeal period. They have their first hearing with the Conservation Commission on March 2nd.

Mr. Herbert reported speaking with Jim Nee, Executive Director of the MWRTA; they are going through a route reconfiguration plan, they are looking at creating a revised bus route that will include going along Waverly Street and passing by 10-60 Main, and then towards the train station, and would then circle back. This will help address the concerns for transportation options at 10-60 Main, to facilitate residents getting to the train.

Discuss Legislature Earmark Requests.

Ms. Kinsman reported meeting with Representative Jack Lewis and staff from Karen Spilka's office; while they said there are no guarantees about this year, they did ask if we wanted to put together a short, concrete list of earmarks that they can advocate for. Mr. Herbert suggested maybe looking at a way to earmark funds for some of the current projects that will use taxpayer funds as a way to free up those funds. Board Members noted there are things from the School side, including fields, and the gym floor at the Middle School. Mr. Herbert will put together a short list, and have Superintendent Jim Adams put together a short list.

5. **Consent Agenda**

- a. Accept the Regular Session Minutes from February 4, 2026.
- b. Approve the request for a One-Day Entertainment License from Clock Tower Pickleball. The request is for Saturday February 28, 2026 from 3:00 pm to 6:00 pm. This approval allows for a live band to perform during a private birthday party at the venue.
- c. Appoint Colin Large to the Town Forest Committee as an Associate member with an expiration of 8/31/26.
- d. Appoint Gabriel Toledo to the Conservation Commission with an expiration date of 8/31/28.
- e. Appoint Kiranmayi Gurrum to the Zoning Board of Appeals as an Associate member with a term that will expire 8/31/26.
- f. Declare surplus three, small tables located in the Recreation Department.
- g. Accept the Donations to the Food Pantry that total \$34,365.00.

Motion: Ms. Greaves motioned to approve the Consent Agenda; the motion was seconded by Ms. Bennett.

Vote: 4-0-0. Motion approved.

6. **Town Manager Report**

a. **Community Center Improvement Project Update.**

Ms. Bird reported that the Food Pantry moved to their temporary space at the Police Substation on February 5th; the move went smoothly thanks to the work of 30 or so great volunteers and staff. The organization of the Recreation storage space began on February 9th. The construction bids are due on February 19th.

Mr. Herbert explained the Town was awarded a \$500,000 Complete Streets Grant for the work at Fountain and Route 135. This includes sidewalks, crosswalks, traffic signals, and is in conjunction with the water work and repaving. Mr. Herbert acknowledged the work of Becca Navarro, who was really key in securing this grant.

Ms. Greaves discussed taking a look at the Complete Streets Plan from 6-7 years ago.

Ms. Bennett inquired, and Mr. Herbert confirmed, that the Cedar Street sidewalks have been engineered and there are potential funds available.

b. **Update on the YMCA.**

Mr. Herbert reported that the YMCA is anticipating breaking ground for the Early Learning Center in April. The plan is also to do the site work for the next building at the same time. The Development Agreement discussions are ongoing with Joe Magnani, Beth Reynolds, and himself.

Ms. Greaves added that the YMCA's Annual Marathon Campaign Kickoff Breakfast is on Friday, March 13th; if anyone is interested in attending, let her know, and a table can be put together.

7. **Board Reports**

Yolanda Greaves: Ms. Greaves reported sitting in on a meeting with Fuss & O'Neill, which is the consultant they are looking at hiring to do a feasibility of the Upper Charles Trail, and potentially try to get to 25% design on part of it. Ms. Greaves acknowledged the assistance of Diane Mortensen from the grant perspective for this project. Ms. Greaves reported that the Open Space and Recreation Plan is getting close to completion.

Makeda Keegan: Ms. Keegan reported attending the Historical Commission meeting, they are working on revisiting the Historical District issue with the community soon. Tomorrow Ms. Keegan will be meeting with the Ethical Standards Working Group. Ms. Keegan thanked all the constituents that came in for Select Board Office Hours, they had many robust discussions; she noted that the variation of the hours worked out well. Ms. Keegan recognized Ashland is United, who is doing an incredible series on Black History Month, and AREA, who had a

very successful event this past Monday at Danforth in celebration of Black History Month. Both groups have brought the community together by celebrating us all, by learning of each other's cultures and heritage.

Claudia Bennett: Ms. Bennett agreed that the Select Board Office Hours were great, they had some excellent conversations. Ms. Bennett attended the Conservation Commission meeting last week as they go through the 40B process. Ms. Bennett attended the School Building Committee meeting last night, they are mostly just finalizing some details.

Brandi Kinsman: Ms. Kinsman discussed her and Ms. Greaves holding Select Board Office Hours at the Library during the Book Sale on Saturday, there was a lot of great conversations, including many regarding the budget. Ms. Kinsman suggested the hours be adjusted to 10:00 AM - 12:00 PM to coincide with the Book Sale which will take place on Saturday March 7, 2026. On Friday March 20, 2025 Ms. Kinsman and Ms. Keegan will hold the Office Hours at the Bagel Table Office Hours from 11 00 am to 1:00 pm. Ms. Kinsman attended a Sustainability meeting a couple weeks ago, they are still planning to move forward with a Skip the Stuff Warrant Article. Ms. Kinsman reported that during the meeting with Representative Lewis, and Senator Spilka's office, they spoke about the override plan, and the Governor's budget and what to expect. They are not expecting much more than what the Governor's budget is. Ms. Kinsman reported that they were asked, in regards to the Liquor Licenses/Home Rule Petition, to connect the increase in numbers to the regions within the Town. There may be an adjustment to the number of liquor licenses from the Home Rule Petition, it will likely be less than the 16 requested.

8. Next Select Board Meeting – March 4, 2026.

The Board will next meet on March 4, 2026.

9. Adjournment.

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

Vote: 4-0-0. The motion was approved.

The meeting adjourned at 9:35 PM.

Documents Reviewed during the February 18, 2025 meeting:

- Warrant Guidance Document
- FY27 Budget Information
- Timeline – Town Manager Evaluation
- Sample Citizen Participation Guideline
- Conservation Commission Request for Outside Legal Counsel
- Draft Plan Implementation
- Draft Meeting Minutes, February 4, 2026
- One Day License Request – Clock Tower Pickleball
- Colin Large – Talent Bank Form
- Gabriel Toledo – Talent Bank Form
- Kiranmayi Gurram – Talent Bank Form
- Surplus Table Notice
- Donation to the Food Pantry Notice



Town of Ashland

M A S S A C H U S E T T S

To: Ashland Elected Officials / Ashland Committee Chairs / Ashland Department Heads / Ashland Citizens

From: Ashland Select Board

Date: January 7, 2026

RE: 2026 Annual Town Meeting Warrant Guidance

In preparation for the 2026 Annual Town Meeting on May 6, 2026 the Select Board have established a timetable for the submission and review of proposed Town Meeting warrant articles. This timetable is an effort to provide residents and taxpayers with the best available information for making informed decisions on article requests for action.

2026 Annual Town Meeting Warrant Timetable

January 7, 2026	Open the Warrant
February 27, 2026	Deadline for Notice of Intent to submit Proposed warrant articles.
February 27, 2026 – April 24, 2026	Due Diligence Period: Select Board presentations and Discussions
February 27, 2026 – April 24, 2026	Public Hearings
March 23, 2026 Articles	Deadline for Finalized Proposed
April 1, 2026	Select Board vote to close and post the warrant, including motions.
April 22, 2026	Finance Committee Recommendation.
April 29, 2026	Warrant Posted – No later than date
May 6, 2026	Annual Town Meeting

The Select Board reserves the right to re-open the Warrant after April 1, 2026 to include new articles that address emergency or unanticipated needs and / or circumstances.

Warrant Article Guidelines:

The Select Board has a goal of collegial and cooperative interaction with all Town Boards, Committees and residents, as well as providing an opportunity for all articles to be fully vetted and well documented. This will allow for thoughtful deliberation and informed decision-making for all Town Meeting participants. All (non-citizen petitions) Warrant Articles are to be submitted to Katherine Bird, Assistant Town Manager at kbird@ashlandmass.com.

The following criteria should be considered in submitting an article for the 2026 Annual Town Meeting Warrant.

Does the proposal address an important need of the town in FY27.

Does the proposal improve a Town Asset?

If funding is required, explain why the proposal is the least expensive, most cost-effective option for addressing the need.

Do alternative sources of funding exist? What are they?

Warrant articles approved at Town Meeting establish Town governance for the new fiscal year and/or address issues of the current fiscal year. It is important that Town Meeting participants have an opportunity to be as fully informed as possible prior to Town Meeting.

FY2027 Budget General Fund Summary

	FY25 Actuals	2026 Recap	Override Passes		
			2027 Override	% Change	\$ Change
Prior Year Levy	53,136,273.00	54,791,264.83	56,915,734.45	3.88%	2,124,469.62
2.5% Increase	1,328,406.83	1,369,781.62	1,422,893.36	3.88%	53,111.74
New Growth	326,585.00	754,688.00	900,000.00	19.25%	145,312.00
2.5% Override	-	-	2,750,000.00		
TOTAL TAX BASE	54,791,264.83	56,915,734.45	61,988,627.81	8.91%	5,072,893.36
Excluded Debt	3,571,883.00	3,585,820.00	4,334,670.00	20.88%	748,850.00
Allowable LEVY LIMIT	58,363,147.83	60,501,554.45	66,323,297.81	9.62%	5,821,743.36
Actual	58,356,037.62	60,204,912.05			
State Aid					
Education - Distributions & Reimbursements					
Chapter 70	11,570,628.00	11,783,403.00	12,207,528.00	3.60%	424,125.00
Charter Tuition Reimbursement	42,028.00	20,030.00	15,704.00	-21.60%	(4,326.00)
Offsets - Reserved for Direct Expenditure					
School Choice Receiving Tuition	264,035.00	264,426.00	419,115.00	58.50%	154,689.00
General Government - Distributions & Reimb.					
Unrestricted General Govt Aid	1,665,126.00	1,701,759.00	1,725,429.00	1.39%	23,670.00
Veterans Benefits	22,391.34	34,484.00	50,985.00	47.85%	16,501.00
Exemptions - VBS & Elderly	81,732.00	60,651.00	67,101.00	10.63%	6,450.00
State Owned Land	179,261.00	179,272.00	188,686.00	5.25%	9,414.00
General Government - Res. for Direct Exp.					
Public Libraries	50,661.00	50,313.00	52,910.00	5.16%	2,597.00
Total State Aid	13,875,862.34	14,094,338.00	14,727,458.00		
<i>Minus Offsets</i>	<i>13,561,166.34</i>	<i>13,779,599.00</i>	<i>14,255,433.00</i>		
Local Receipts					
Local Receipts	6,273,457.93	5,371,698.95	5,494,000.00	2.28%	122,301.05
Total Local Receipts	6,273,457.93	5,371,698.95	5,494,000.00		
Other Sources					
Overlay Surplus	350,000.00	150,000.00	-	-100.00%	(150,000.00)
American Rescue Plan Act Funding (ARPA)	3,833,925.00	-	-	-%	-
Sped Stabilization Fund - Transfer In	250,000.00	300,000.00	-	-100.00%	(300,000.00)
General Stabilization Fund - Transfer In	-	2,256,720.00	-	-100.00%	(2,256,720.00)
Revolving/Receipts Reserved Accounts	267,976.00	237,975.00	225,000.00	-5.45%	(12,975.00)
Enterprise Funds - Transfer to General Fund	575,800.00	576,800.00	576,800.00	0.00%	-
Community Preservation Funds - Debt	638,661.00	617,811.00	604,386.00	-2.17%	(13,425.00)
Total Other Funds	5,916,362.00	4,139,306.00	1,406,186.00		
Encumbrances	2,088,493.13	1,944,966.04	-	-100.00%	(1,944,966.04)
Free Cash	2,792,803.00	3,022,462.00	-	-100.00%	(3,022,462.00)
TOTAL REVENUE	89,310,126.23	89,074,325.44	87,950,941.81		

	FY25 Actuals	2026 Recap	Override Fails - Contingency		
			2027 Override	% Change	\$ Change
Appropriated Expenses					
General Government	14,436,254.40	14,625,497.00	15,375,258.95	5.13%	749,761.95
Ashland Public Schools	42,121,306.05	44,486,864.00	47,236,864.00	6.18%	2,750,000.00

FY2027 Budget General Fund Summary

Keefe Tech	1,287,576.00	1,247,354.00	1,291,011.39	3.50%	43,657.39
Non-Excluded Debt Service	2,897,055.00	2,904,731.00	2,569,104.02	-11.55%	(335,626.98)
Excluded Debt Service	4,343,995.00	4,335,820.00	4,334,670.00	-0.03%	(1,150.00)
Capital Outlay	918,528.00	696,738.00	-	-100.00%	(696,738.00)
Benefits & Insurance	13,263,958.57	14,712,662.00	15,986,056.96	8.66%	1,273,394.96
Reserve Fund	400,000.00	450,000.00	450,000.00	0.00%	-
Snow & Ice	685,190.67	285,200.00	285,200.00	0.00%	-
FY26 STM Budget Adjustments					
Total Appropriated Expenses	80,353,863.69	83,744,866.00	87,528,165.32		
Overlay	300,000.00	210,000.00	200,000.00	-4.76%	(10,000.00)
Offset - School Choice	264,035.00	264,426.00	419,115.00	58.50%	154,689.00
Offset - Library Aid	50,661.00	50,313.00	52,910.00	5.16%	2,597.00
State Assessments & Charges	79,848.00	83,151.00	95,484.00	14.83%	12,333.00
Transportation Authorities	158,703.00	162,031.00	157,940.00	-2.52%	(4,091.00)
Special Education	657.00	692.00	14,675.00	2020.66%	13,983.00
School Choice Sending Tuition	133,344.00	122,526.00	154,761.00	26.31%	32,235.00
Charter School Sending Tuition	56,156.00	45,543.00	32,805.00	-27.97%	(12,738.00)
Transfer to Other Funds	2,792,803.00	2,325,724.00	-	-100.00%	(2,325,724.00)
Encumbrances	1,944,966.04				
TOTAL ALL EXPENSES	86,135,036.73	87,009,272.00	88,655,855.32		
Surplus (Deficit)	3,175,089.50	2,065,053.44	(704,913.51)		
General Fund Stabilization Transfer			196,350.00		
			(508,563.51)		

Override 2027 Budget Departmental Summary

Department	Org	Account Description	FY25 Actual	FY26 Budget	FY27 Override	Change %	Change \$	FY27 Override Large Item Explanation
Town Manager	01123	Total 01123 TOWN MANAGER	662,398.39	654,432.00	729,432.00	11.46%	75,000.00	Encumbrances and Strategic Reserve Account
Town Accountant	01135	Total 01135 TOWN ACCOUNTANT	190,749.98	203,315.00	210,815.00	3.69%	7,500.00	
Central Purchasing	01138	Total 01138 CENTRAL PURCHASING	86,758.76	74,500.00	79,500.00	6.71%	5,000.00	Additional Staff Accountant
Telecommunications	01139	Total 01139 TELECOMMUNICATIONS	91,500.00	100,000.00	102,000.00	2.00%	2,000.00	New More Efficient Software
Assessors	01141	Total 01141 ASSESSORS OFFICE	300,806.33	311,262.00	368,512.00	18.39%	57,250.00	
Treasurer	01145	Total 01145 TREASURER	212,966.92	245,772.00	245,772.00	-	-	
Town Counsel	01151	Total 01151 TOWN COUNSEL	141,887.94	200,000.00	200,000.00	-	-	
Data Processing	01155	Total 01155 DATA PROCESSING	643,727.57	705,830.00	715,830.00	1.42%	10,000.00	
Town Clerk	01161	Total 01161 TOWN CLERK	166,427.34	173,068.00	178,119.08	2.92%	5,051.08	
Elections	01162	Total 01162 ELECTIONS/TOWN MEETING	34,815.98	40,000.00	40,000.00	-	-	
Board of Registrars	01163	Total 01163 BOARD OF REGISTRARS	10,873.40	15,500.00	15,500.00	-	-	
Conservation	01171	Total 01171 CONSERVATION COMMISSION	89,751.27	108,812.00	108,812.00	-	-	
Open Space	01172	Total 01172 OPEN SPACE COMMITTEE	-	450.00	450.00	-	-	
Planning	01175	Total 01175 PLANNING BOARD	193,296.70	219,057.00	173,083.87	-20.99%	(45,973.13)	
Human Resources	01180	Total 01180 HUMAN RESOURCES	291,982.87	300,065.00	273,250.00	-8.94%	(26,815.00)	
Public Buildings	01192	Total 01192 PUBLIC BLDGS&PROP MAINT	729,837.69	674,164.00	872,864.00	29.47%	198,700.00	Bldgs & Grounds Dept/Utility Increases/Preventive Maintenance
Police Dept.	01210	Total 01210 POLICE DEPT.	4,037,606.02	4,552,889.00	4,652,889.00	2.20%	100,000.00	FTE Traffic Enforcement
Fire Dept.	01220	Total 01220 FIRE DEPARTMENT	3,543,147.85	2,912,356.00	3,212,356.00	10.30%	300,000.00	Additional Firefighter per shift
Inspection	01241	Total 01241 INSPECTION SERVICES DEP	197,667.25	198,476.00	198,476.00	-	-	
School	01300	Total 01300 Ashland Public Schools	42,121,306.05	44,486,864.00	47,236,864.00	6.18%	2,750,000.00	School Increase
Keefe Tech	01399	Total 01399 KEEFE TECH VOC SCHOOL	1,287,576.00	1,247,354.00	1,291,011.39	3.50%	43,657.39	
DPW	01421	Total 01421 DPW ADMINISTRATION	123,281.97	132,979.00	132,979.00	-	-	
Highway	01422	Total 01422 HIGHWAY CONST & MAINT	618,319.01	737,902.00	750,902.00	1.76%	13,000.00	
Snow & Ice	01423	Total 01423 SNOW & ICE REMOVAL	685,190.67	285,200.00	285,200.00	-	-	
Streetslights	01424	Total 01424 HWY-STREETLIGHTING	75,024.29	45,000.00	55,000.00	22.22%	10,000.00	
Fuel	01429	Total 01429 HWY COMBINED FUEL ACCOU	162,205.05	182,000.00	187,000.00	2.75%	5,000.00	
CPT	01491	Total 01491 CEMETERY_ PARKS & TREES	321,248.35	367,983.00	427,983.00	16.31%	60,000.00	Restored Landscape Maintenance Contract
Health	01510	Total 01510 BD. OF HEALTH	202,583.28	222,536.00	225,436.00	1.30%	2,900.00	
Senior Center	01541	Total 01541 COUNCIL ON AGING	177,989.31	191,693.00	211,450.00	10.31%	19,757.00	Increased hours for Senior Center staff - More activities
Veterans	01543	Total 01543 VETERAN'S SERVICES	95,657.01	102,850.00	137,500.00	33.69%	34,650.00	Increased Veterans Benefits
Prev. & Human Serv	01544	Total 01544 PREVENTION & HUMAN SERV	208,546.94	239,617.00	240,617.00	0.42%	1,000.00	
Library	01610	Total 01610 PUBLIC LIBRARY	499,542.02	503,731.00	503,731.00	-	-	
Recreation	01630	Total 01630 RECREATION DEPARTMENT	79,654.73	84,258.00	-	-100.00%	(84,258.00)	
Debt	01710	Total 01710 DEBT SERVICE	7,241,050.18	7,240,551.00	6,903,774.02	-4.65%	(336,776.98)	
Retirement	01911	Total 01911 EMPLOYEE RETIREMENT	4,102,635.41	4,400,562.00	4,752,606.96	8.00%	352,044.96	
Workers Comp	01912	Total 01912 WORKERS COMPENSATION	271,990.97	265,000.00	285,000.00	7.55%	20,000.00	
Unemployment	01913	Total 01913 UNEMPLOYMENT COMPENSATI	77,915.30	40,000.00	75,000.00	87.50%	35,000.00	
Group Insurance	01915	Total 01915 GROUP HEALTH INSURANCE	7,971,344.73	8,953,600.00	9,793,950.00	9.39%	840,350.00	
Other Insurance	01945	Total 01945 OTHER INSURANCE	840,072.16	1,053,500.00	1,079,500.00	2.47%	26,000.00	

Capital	01930	Total 01960 CAPITAL OUTLAY	918,528.00	696,738.00	-	-100.00%	(696,738.00)
Salary Contingency	01960	Total 01960 SALARY CONTINGENCY	246,000.00	125,000.00	125,000.00		-
Reserve Fund	01132	Total 01132 FIN COM RESERVE FUND	400,000.00	450,000.00	450,000.00		-
TOTALS			80,353,863.69	83,744,866.00	87,528,165.32	4.52%	3,783,299.32

Categorized Totals		Budgeted Expenses	238.05	to add			
General Government	14,436,254.40	14,625,497.00	15,375,258.95	5.13%	749,761.95		
Ashland Public Schools	42,121,306.05	44,486,864.00	47,236,864.00	6.18%	2,750,000.00		
Keefe Tech	1,287,576.00	1,247,354.00	1,291,011.39	3.50%	43,657.39		
Non-Excluded Debt Service	2,897,055.00	2,904,731.00	2,569,104.02	-11.55%	(335,626.98)		
Excluded Debt Service	4,343,995.00	4,335,820.00	4,334,670.00	-0.03%	(1,150.00)		
Capital Outlay	918,528.00	696,738.00	-	-100.00%	(696,738.00)		
Benefits & Insurance	13,263,958.57	14,712,662.00	15,986,056.96	8.66%	1,273,394.96		
Reserve Fund	400,000.00	450,000.00	450,000.00	0.00%	-		
Snow & Ice	685,190.67	285,200.00	285,200.00	0.00%	-		
	80,353,863.69	83,744,866.00	87,528,165.32	4.52%	3,783,299.32		
			(0.00)				

Official Statement Breakdown							
General Government	4,691,448.39	4,799,703.00	5,087,415.95	5.99%	287,712.95		
Public Safety	7,580,753.87	7,465,245.00	7,865,245.00	5.36%	400,000.00		
Education	43,408,882.05	45,734,218.00	48,527,875.39	6.11%	2,793,657.39		
Public Works	1,985,269.34	1,751,064.00	1,839,064.00	5.03%	88,000.00		
Health/Huamn Services	589,119.53	653,846.00	677,503.00	3.62%	23,657.00		
Culture & Recreation	674,853.76	690,839.00	641,231.00	-7.18%	(49,608.00)		
Debt Service	7,241,050.18	7,240,551.00	6,903,774.02	-4.65%	(336,776.98)		
Bennefits & Insurance	13,263,958.57	14,712,662.00	15,986,056.96	8.66%	1,273,394.96		
Capital	918,528.00	696,738.00	-	-100.00%	(696,738.00)		
	80,353,863.69	83,744,866.00	87,528,165.32	4.52%	3,783,299.32		

Figure Check			
ATM Total General Fund	82,893,892.00		
ATM Genreal Fund Budget Adjustments	154,236.00		
FY26 Total Approved Budget	83,048,128.00		
Total - Capital	83,048,128.00		

Town Manager Evaluation Timeline

This timeline outlines a clear, transparent, and repeatable annual process for evaluating the Town Manager. It can be adjusted to align with local bylaws, contracts, or Select Board preferences.

Phase 1: Discuss Process

Responsible: Select Board

- Review the Town Manager's employment contract and any relevant bylaws or policies.
 - Confirm evaluation criteria (e.g., leadership, financial management, operational effectiveness, community relations, strategic goals).
 - Approve the evaluation tool (scorecard, narrative format, or hybrid).
 - Set key dates for the evaluation process.
-

Phase 2: Goal & Self-Evaluation Preparation (Due April 1, 2026)

Responsible: Town Manager

- Town Manager prepares a written self-evaluation addressing:
 - Progress on goals from the prior year
 - Major accomplishments
 - Challenges and constraints
 - Goals and priorities for the upcoming year
 - Self-evaluation is submitted to the Select Board by the established deadline.
-

Phase 3: Individual Board Member Evaluations (April 15, 2026)

Responsible: Individual Select Board Members

- Each Select Board member completes an individual evaluation using the approved criteria.
 - Evaluations are submitted to the Town Manager and Chair to compile results.
 - Comments should be constructive, specific, and aligned with agreed-upon criteria.
-

Phase 4: Individual Board Member Evaluations

Responsible: Individual Select Board Members

- Each Select Board member meets with Town Manager to go over their individual evaluation.

Phase 5: Compilation & Draft Summary (April 30, 2026)

Responsible: Board Chair / Designee

- Individual evaluations are compiled into a draft summary.
 - Areas of consensus, strengths, and opportunities for improvement are identified.
 - Draft summary is distributed to Select Board members for review prior to discussion.
-

Phase 6: Final Statement (First Regular Meeting in May)

Responsible: Select Board & Town Manager

- Select Board Chair presents the finalized evaluation to the Town Manager.
 - Board and Town Manager discuss feedback and expectations.
 - Mutually agree on goals, priorities, and performance metrics for the upcoming year.
-

Select Board's Policy on Public Comment at Regular Select Board Meetings

Meetings of the Select Board are conducted in accordance with the Massachusetts Open Meeting Law, G.L. c. 30A, §§ 18-25. The Select Board believes that the public should have an opportunity to comment on issues that affect the Town during its open meetings. Therefore, the Select Board generally sets aside a period of time at each regular Select Board meeting to hear from the public which shall be referred to as the "Public Comment Period".

The Public Comment Period is not intended to be a discussion, debate, or dialogue between or among citizens and the Select Board. Rather, it is intended to offer citizens an opportunity to express their opinion on issues of Select Board business. While the Board and/or administrators will not always respond to citizen comments or questions posed at Public Comment, the Chair, as presiding officer of the meeting, may answer or request an answer to a question if they deem it appropriate. Further, should the Chair believe that an issue or question falls outside the purview of the Select Board they may request that citizens direct it to the appropriate person or body so that the matter is given proper consideration. Generally, speaking the Board will only entertain comments within the jurisdiction of the Board.

The following process will govern the Public Comment Period at regular Select Board meetings:

1. The Select Board will schedule a Public Comment period at the end of each regular Select Board meeting to the extent that doing so does not interfere with the Board's ability to perform its duties in an orderly, efficient, and timely manner.
2. The point of the meeting during which the Public Comment Period takes place; the duration of the Public Comment Period, the number of individuals and/or entities who are permitted to speak; which individuals and/or entities are permitted to speak; and the time for which such individuals and/or entities are permitted to speak shall be in the sole discretion of the chair or his/her designee; provided, however, that the chair shall announce at the beginning of the meeting if there are any changes to this policy with regard to length of time for each speaker or duration of public comment period.
3. Persons and/or entities who are permitted to speak during the Public Comment Period shall begin their remarks by stating their name and address, including their town or city of residence.
4. Entities who are permitted to speak during the Public Comment Period must select a single spokesperson through which to do so. The spokesperson must identify themselves and the entity for which he/she is speaking, including his/her official position within said entity, as well as the entity's physical address.
5. Persons and/or entities who are permitted to speak during the Public Comment Period shall not be permitted to assign their time to another entity or individual unless such assignment is required as a reasonable accommodation for such individuals and/or spokespersons because they have a disability.
6. If a person and/or spokesperson(s) for an entity permitted to speak during the Public Comment Period requires a reasonable accommodation to speak because of his/her disability, he/she must

contact the Chair at least 48 hours prior to the meeting to arrange for such accommodation, which may include permitting said person or spokesperson to speak for a longer time than the other persons and/or entities permitted to speak during the public comment period.

7. There will generally be a time limit of up to 3 minutes per person and/or entity, which will be enforced by the Chair of the meeting. If the number of persons and/or entities wishing to speak exceeds 3, the Chair may, at their discretion, limit individual comments to no more than 3 minutes per person. There will generally be a limit of 15 minutes provided for public comment period.
8. If the Select Board believes that an issue requires more time, the Board may schedule a separate public hearing on that issue.
9. While public comments are not required to pertain to an agenda item for that particular meeting, such comments must pertain to a matter within the Board's jurisdiction. Public comments on matters outside the Board's' jurisdiction shall not be permitted. Because they are not Constitutionally protected, the following comments shall likewise not be permitted: true threats, incitement to imminent lawless conduct, obscenities, personal attacks, statements that were found by a court of law to be defamatory, and sexually explicit statements made to appeal to prurient interests.
10. Votes by the Select Board will not be taken during Public Comment.
11. Responses to public comments will be made only by the Chair of the meeting, or other members, at the Chair's discretion.
12. On those issues that can be resolved by directing citizens to the appropriate staff, the Chair may advise the citizen of appropriate steps to take.
13. The Chair of the meeting may terminate any individual's privilege of address for any comment that is not Constitutionally protected.

ConCom Request for Use of Other Counsel

1 message

Becca Solomon <bsolomon@ashlandmass.com>

Thu, Feb 12, 2026 at 2:32 PM

To: "Selectboard@ashlandmass.com" <selectboard@ashlandmass.com>

Cc: Michael Herbert <mherbert@ashlandmass.com>, Beth Reynolds <breynolds@ashlandmass.com>, Sofia Chrisafideis <schrisafideis@ashlandmass.com>, Susan Robie <srobie@ashlandmass.com>

To the members of the Select Board,

At a meeting of the Conservation Commission held at 2:01pm today, February 12th, the Commission voted unanimously to request the Select Board authorize the use of outside counsel for the upcoming hearing for the 40B project at 10-60 Main Street, which is scheduled for its first hearing before the Conservation Commission on March 2, 2026. The below motion and vote from the meeting is transcribed below, while the formal meeting minutes are being drafted.

Motion: Mr. Hakansson moved that the Conservation Commission request to the Select Board, that the Conservation Commission be allowed to hire outside counsel for the hearing of 10-60 Main Street, due to the appearance of a conflict of interest with the current Town counsel. The motion was seconded by Mr. Crow.

Vote: The motion passed with a 5-0-0 vote. (OA, PC, GC, CH, GW).

The Conservation Commission respectfully requests the Select Board review their request at their next scheduled meeting.

Thank you,
-Becca



Becca Solomon

Conservation Agent | Tree Warden

(She, Her, Hers)

Town of Ashland

a: 101 Main Street, Ashland, MA 01721

p: 508-532-7924

Please be advised that the Massachusetts Secretary of State and Massachusetts Attorney General consider e-mail to be a public record, and therefore subject to the Massachusetts Public Records Law, M.G.L. c. 66 §10

Draft Plan for a Comprehensive Plan Implementation Committee

Based on the passing of the Comprehensive Plan at the November 2025, Special Town Meeting, the Planning Board and Select Board need to create the Implementation Committee.

Based on the information in the plan the make up of the committee should be:

One Planning Board Member

One Select Board Member

5 - 7 members of the public, with past members of the Comp plan being part of that group

The total committee would be 7 to 9 members.

A staff member would be liaison to the committee.

This language about key responsibility is taken directly from the Comprehensive Plan.

Key responsibilities of the committee include:

- Collaborating with departments and community partners to facilitate cross-functional alignment and serve as an accountability partner
- Supporting municipal staff by identifying grants and organizing volunteers to assist with initiatives
- Establishing a baseline of metrics to measure progress toward the plan's goals
- Tracking progress on implementation, noting when strategies are complete, in progress, not feasible, or when alternatives are needed
- Creating and sharing an annual implementation plan that outlines and prioritizes initiatives for the year
- Reporting regularly to the Select Board, Planning Board, and Town Meeting
- Maintaining transparency by posting updates to the municipal website, including the implementation matrix and status of each strategy

To move forward, the following is recommended:

The Planning Board and Select Board each select a member to represent their board.

A call goes out to the past members of the Comprehensive Plan full committee to see who would be interested in participating in the Implementation Committee. If more than 3 members are interested, the Planning Board and Select Board would review and determine which members (OR a subcommittee of the two boards would review and determine members).

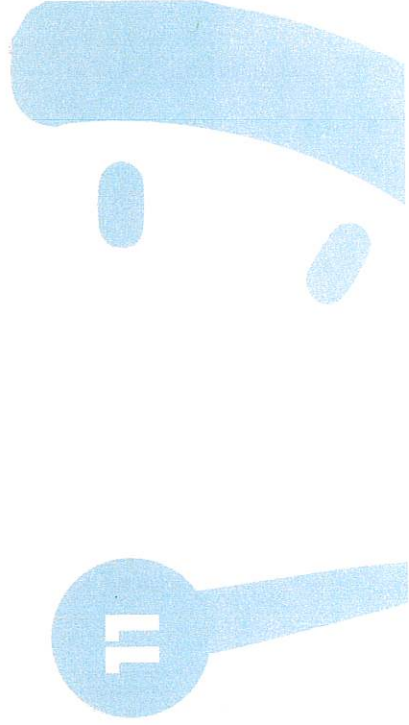
A call goes out to the general public to see who would be interested in participating in the Implementation Committee. If more than 3 residents at large are interested, the Planning Board and Select Board would review and determine which members (OR a subcommittee of the two boards would review and recommend members)

Based on the membership, a set meeting day and time would be set.

The Implementation Committee would select a chair, vice chair and clerk and set the initial cadence of meetings based on the recommendations of the Comprehensive Plan.

IMPLEMENTATION:

Staying the Course and Embracing the Journey



A comprehensive plan is not a rigid blueprint - it's a roadmap. A roadmap offers many possible routes to get to your destination. The Ashland Comprehensive Plan provides direction toward the community's shared goals over the next ten years, but the exact strategies to get there may evolve over time. **Implementation will require flexibility, creativity, and commitment.**

As conditions change - staffing levels, funding, political priorities, or available technology - so too should your path. What matters most is not sticking rigidly to a list of strategies but keeping your eyes on the destination: the community vision this plan was built around.

Successful implementation means staying focused on your long-term goals while being nimble enough to respond to new opportunities and unexpected challenges. The Implementation Matrix helps you do just that by offering a framework to prioritize, coordinate, and adapt as needed.

Why Implementation Efforts Fail, and How to Succeed

Many comprehensive plans end up sitting on a shelf. The problem isn't the plan—it's the lack of a system for follow-through. Municipal departments and boards already carry heavy workloads, and without a clear process, it's difficult to sustain momentum. That's why building a strong system of accountability, grounded in realistic expectations from the beginning, is key to success.

Establishing an Implementation Committee

We recommend establishing a **Comprehensive Plan Implementation Committee to bring this plan to life.**

This committee should be formalized (e.g., through a Select Board appointment) and have a clear leadership structure with a chair or co-chairs. Representation should include members from town boards, departments, and committees that will be directly involved in implementation.

Key responsibilities of the committee include:

- Monitoring and evaluating progress toward the plan's goals
- Collaborating with departments and community partners
- Creating and sharing an annual implementation plan
- Reporting progress to the Select Board, Planning Board, and Town Meeting
- Maintaining transparency by sharing updates publicly

The committee will need time and resources to be effective. Even a small annual budget, seed money for grant writing assistance or preliminary studies, can be critical for early momentum.

We suggest the committee meet monthly for the first 6–8 months to establish systems and rhythm, and then transition to quarterly meetings for ongoing oversight.

WHAT MAKES AN IMPLEMENTATION COMMITTEE EFFECTIVE?

An Implementation Committee is only as strong as its systems. Beyond coordinating tasks, the committee needs to stay organized, transparent, and empowered to act. Here's what helps:

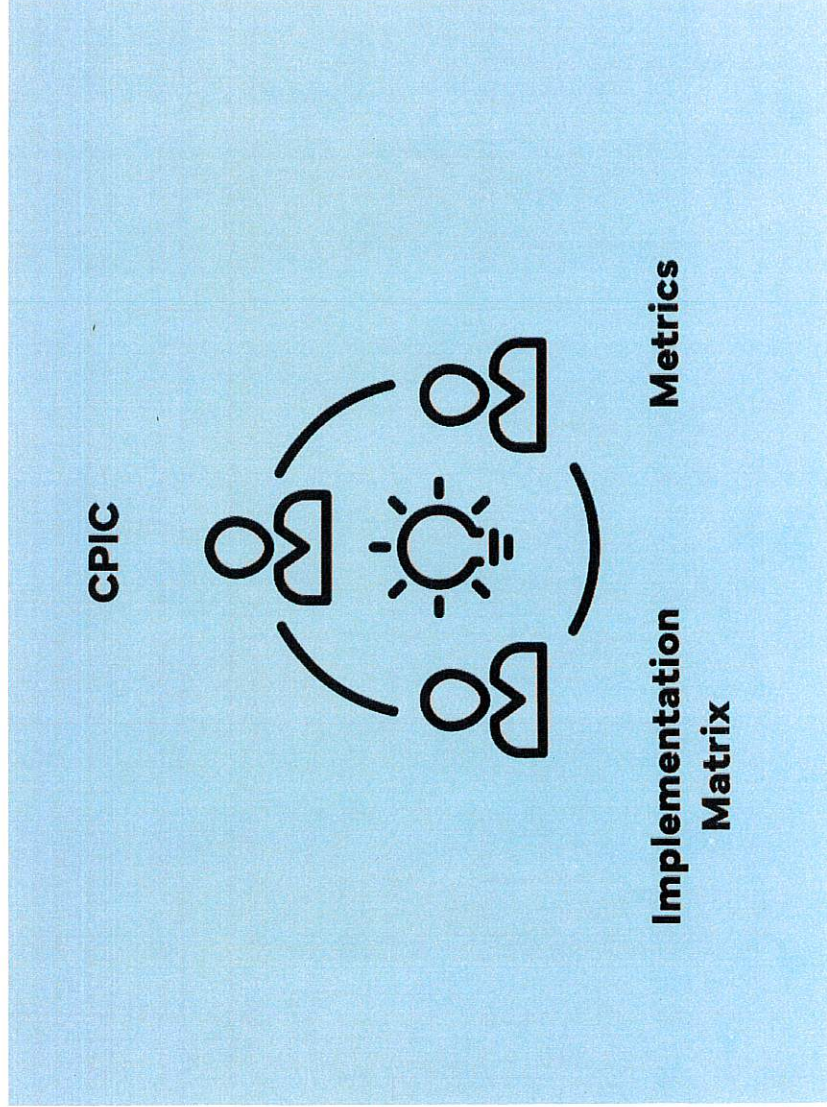
- **A clear charter** with defined roles and leadership (e.g., chair/co-chairs)
- **Dedicated staff support** for scheduling, minutes, and matrix upkeep
- **A small annual budget** to spark action: grant writing, studies, community outreach
- **Regular meeting cadence** - monthly early on, then quarterly once systems are running
- **Strong connections** to Town departments and boards doing the on-the-ground work
- **Public visibility** - use a webpage, dashboard, or meeting updates to build trust

These foundational steps help the Committee go beyond good intentions and create lasting results.

Setting Metrics and Tracking Progress

The Implementation Committee's first task should be to establish **baseline metrics** for each goal in the plan. These will serve as benchmarks for tracking progress year by year.

Each year, the committee should update these metrics, evaluate what's working (and what isn't), and adjust strategies as needed. Public reporting, through an annual plan, dashboard, or presentation, keeps the community informed and engaged.



The Role of the Implementation Matrix

The **Implementation Matrix** is a dynamic, working tool that will guide annual efforts. It is a spreadsheet that includes:

- All strategies in the plan
- Strategy type (e.g., Programmatic, Regulatory and Policy, Capacity Building, Infrastructure and Design)
- Lead and supporting parties
- Potential funding sources (local, state, federal, nonprofit)
- Cost and timeline estimates
- Staff capacity considerations
- Examples and case studies

The Matrix should live on the Town website and be updated regularly to reflect progress, delays, and changes in direction. This helps everyone stay aligned and provides a transparent look at the journey.

Each year, the committee should use the Matrix to build an **Annual Implementation Plan** that identifies which strategies to focus on that year. This plan should be shared broadly with all responsible parties and the public.

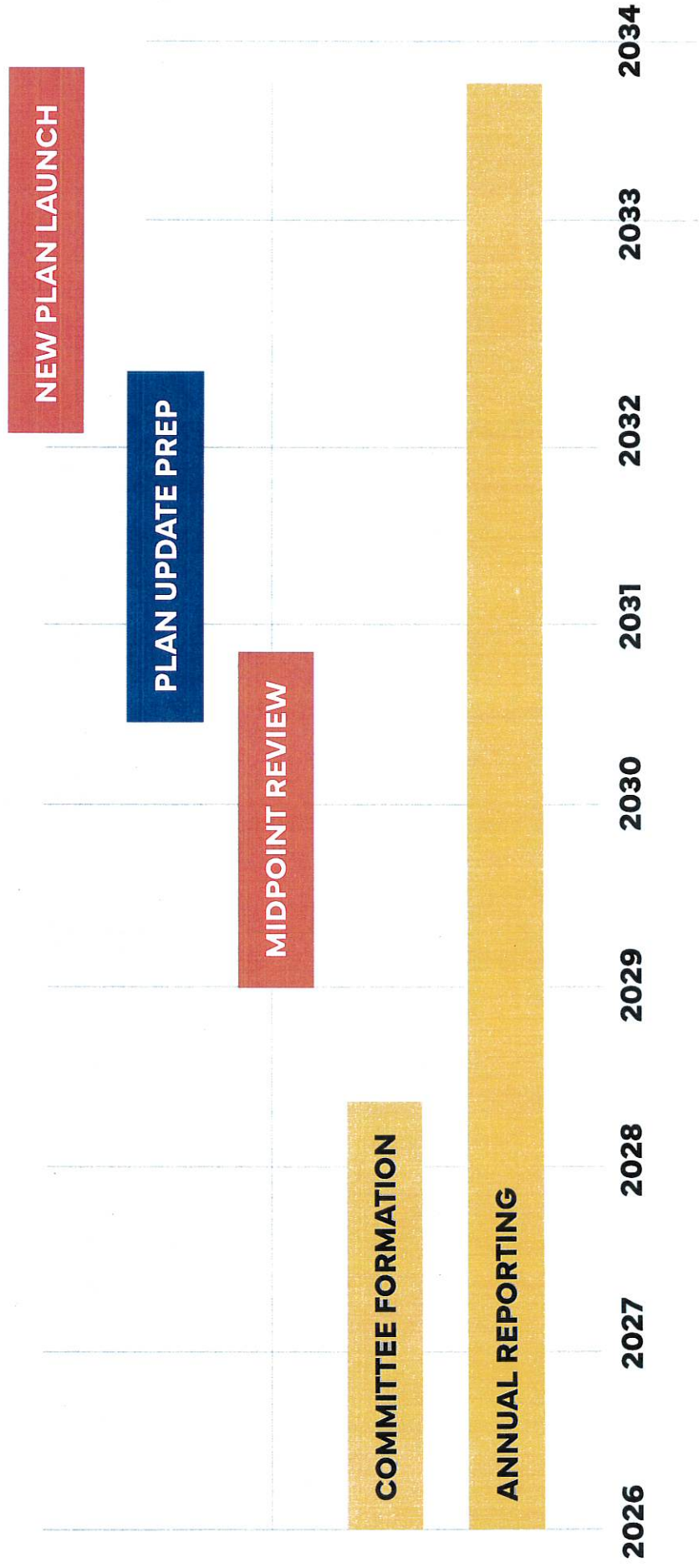
Planning Ahead: The 10-Year Update

Long-term planning doesn't end with this plan - it evolves. In year seven, the Implementation Committee should begin planning for the next update. This includes identifying funding, applying for grants, selecting a consulting team, and launching the update process by year eight. This ensures that Ashland's next Comprehensive Plan is ready by the end of the 10-year horizon.

WHERE TO BEGIN: YEAR 1 PRIORITIES

- Appoint the Implementation Committee
- Assign Town staff to support the Committee
- Create a Town webpage for the Committee and upload the Implementation Matrix as well as the final Comprehensive Plan
- Hold a kickoff meeting
- Establish baseline metrics and a system for tracking metrics
- Review Year 1 strategies from the Implementation Matrix to launch and make the first annual plan
- Identify early grant opportunities and potential funding to hire a grant writer (or existing town staff support for grant writing)

IMPLEMENTATION: MAJOR MILESTONES



Glossary

ADA Self-Evaluation and Transition Plan:

A municipal assessment ensuring public facilities, policies, and programs comply with the Americans with Disabilities Act (ADA) and creating a roadmap for necessary improvements.

Adaptive Reuse of Historic Buildings: The process of repurposing historic structures for new uses while preserving their architectural and cultural significance.

Affordable Housing: Housing targeted to and affordable by households that meet specific *income eligibility* levels, typically households earning below 80 percent of the metropolitan *area's median income* (or AMI). "Affordable housing" does not refer to the design, type, or method of construction of a housing unit or development, but to the cost of the housing to the consumer. Housing is generally considered affordable if the household pays less than 30 percent of its monthly income to secure the housing. Often has *affordability restrictions*.

Affordable Housing Trust (AHT): A municipal fund or organization dedicated to creating and preserving affordable housing.

Affordability (housing): A measure of whether housing costs (rent or mortgage payments) are within reach for a given household income. Housing is generally considered affordable if it does not exceed 30 percent of a household's gross income.

Affordability Restrictions: Legal conditions that require housing units to remain affordable for a designated period, often tied to *income eligibility levels (Area Median Income)*.

Ageing in Place: Policies and home modifications that allow older adults to remain in their homes and communities as they age.

Area Median Income (AMI): The Area Median Income is calculated annually by the U.S. Department of Housing and Urban Development (HUD) and is used to set income eligibility requirements for affordable housing programs in Massachusetts. A household's income must be less than the 80 percent area median income to be eligible for affordable housing programs, and affordable housing units must have their costs limited to affordable levels for households making less than 80 percent AMI to be eligible for inclusion on the *Subsidized Housing Inventory*.

Biodiversity: The variety of plant, animal, and microbial life in an area, contributing to ecological health.

BIPOC: This acronym stands for Black, Indigenous, and People of Color. This acronym is used in the United States to express solidarity while recognizing that systemic racial injustices in the United States have most impacted Black and Indigenous peoples.

Business Improvement District (BID): A designated area where businesses contribute funding for improvements, beautification, and marketing efforts to enhance economic activity and public spaces.

Capital Improvement Plan (CIP): A long-term plan outlining major infrastructure investments, such as roads, utilities, and public buildings.

Climate Adaptation: Strategies and actions taken to prepare for and mitigate the effects of climate change on communities, infrastructure, and ecosystems.

Climate Resilience: The ability of a community to prepare for, adapt to, and recover from climate-related hazards such as sea level rise, extreme weather events, and coastal flooding.

Complete Streets Policy: A transportation planning approach that ensures streets are designed for all users, including pedestrians, cyclists, transit riders, and drivers, focusing on safety, accessibility, and sustainability.

Critical Infrastructure: Essential facilities and systems necessary for public health, safety, and economic stability, such as power grids, transportation networks, and water treatment plants.

Density: The number of housing units or people per acre, influencing land use, infrastructure needs, and community character.

Design Guidelines: Standards for the appearance and function of new development, ensuring compatibility with community character.

Environmental Remediation: The process of cleaning up polluted land, water, or air to restore environmental quality and public health.

Environmentally Sensitive Areas: Areas with significant ecological value or vulnerability, requiring special protections from development.

Flood Mitigation: Measures taken to reduce the risk and impact of flooding through infrastructure, zoning, and environmental protection strategies.

Green Infrastructure: A set of environmentally friendly practices, such as rain gardens, permeable pavements, and tree plantings, designed to manage stormwater and reduce urban heat island effects.

Heat Island Effect: The phenomenon where urban areas experience higher temperatures than surrounding rural areas due to heat-absorbing surfaces like asphalt.

Higher-Density Residential Areas: For purposes of this plan, areas including but not limited to Downtown Ashland, Pond Street, and near the MBTA Commuter Rail station.

Historic Rehabilitation Tax Credit: A financial incentive that supports historic buildings' restoration and adaptive reuse by providing tax relief to property owners who invest in preservation efforts.

Housing Production Plan: A strategic plan required for municipalities to identify strategies for meeting local affordable housing needs.

Impervious Surfaces: Surfaces like concrete or asphalt that prevent rainwater from soaking into the ground, increasing runoff and flood risks.

Income Thresholds: the U.S. Department of Housing and Urban Development (HUD) establishes income thresholds that apply to various housing assistance programs. These thresholds are updated annually and are categorized by household size.

Low/Moderate income (LMI) – an individual or family whose annual gross income at or below 80 percent of the area median income (AMI).

Extremely Low-Income (ELI) – the FY 2014 Consolidated Appropriations Act changed the definition of extremely low-income to an individual or family whose annual gross income is at or below the greater of 30/50ths (60 percent) of the Section 8 very low-income limit or the poverty guideline.

Very Low-Income (VLI) – an individual or family whose annual gross income is at or below 50 percent AMI.

Infill Development: The construction of new buildings on vacant or underutilized land within existing urban areas.

In-lieu Payments: Fees paid by developers instead of including transportation improvements in their projects.

Local Historic Districts: Designated areas where historic properties are preserved through local regulations.

Local Rapid Recovery Plan (LRRP):

A state-funded program that helps municipalities develop strategies to support local businesses, improve downtowns, and enhance economic resilience following disruptions like the COVID-19 pandemic.

Micro-Mobility: Small, personal transportation options such as bikes, scooters, and e-scooters for short-distance travel.

Mixed-Use Development: A development pattern that integrates residential, commercial, and sometimes industrial uses within a single area or building to promote walkability, economic activity, and land-use efficiency.

Multi-Family Housing: Residential buildings that contain three or more separate dwelling units, such as apartments or townhouses.

Municipal Vulnerability Preparedness (MVP) Program: A Massachusetts state initiative that helps municipalities assess climate risks and implement resilience strategies.

Naturally Affordable Homes, or Naturally Occurring Affordable Housing (NOAH): Market-rate rental housing that remains affordable without government subsidies.

Overlay District: A zoning tool that applies additional regulations on top of an existing zoning district to address specific community goals, such as floodplain management, historic preservation, or mixed-use development.

Permanent Supportive Housing: Long-term housing that includes supportive services for individuals experiencing chronic homelessness.

Public-Private Partnership (PPP): A collaborative arrangement between government agencies and private sector entities to fund and implement public projects, such as infrastructure improvements or economic development initiatives.

Redevelopment: The process of revitalizing underutilized or blighted properties to improve economic and social conditions.

Subsidized Housing Inventory: The Subsidized Housing Inventory (SHI) is the official measure a community's stock of low- or moderate-income housing for the purposes of Chapter 40B. While housing developed under Chapter 40B is eligible for inclusion on the SHI, many other types of housing also qualify to count toward a community's affordable housing stock.

Town vs. town: According to the Chicago Manual of Style, the word town is capitalized where the government rather than the place is meant. For example, when part of a proper name, (e.g., the Town of Ashland) or referring to the official governmental organization (e.g., "The Town will announce...") it is capitalized. It is not capitalized when used in a general sense or a common noun.

Transit-Oriented Development (TOD): A type of development designed to maximize access to public transportation, reducing reliance on cars.

Transportation Demand Management (TDM): A set of strategies aimed at reducing reliance on single-occupancy vehicles and promoting more space-efficient and less congestion-inducing transportation options, such as public transit, biking, and carpooling.

Wayfinding Signage: Directional and informational signs designed to help residents and visitors navigate a municipality's downtown, historic districts, and waterfront areas.

Zoning: Zoning is a legal framework used by cities and towns to regulate land use and development by dividing a municipality into different zones or districts, each of which has specific rules about how land can be used, what types of buildings can be constructed, and how those buildings can be used.

“

At the heart of the plan is a vision, a shared, aspirational picture of what Ashland can become. This vision was shaped by community voices and reflects long-term hopes for a town that is welcoming, connected, and resilient.

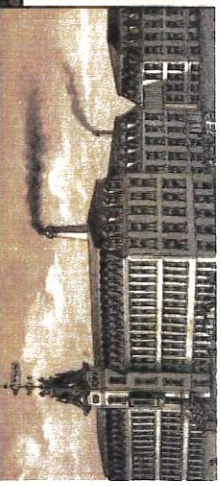


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- A. TOWN HALL
- B. CENTRAL HOUSE, OR WILCOX, PROP. R
- C. CONGREGATIONAL CHURCH
- D. BAPTIST
- E. METHODIST
- F. ST. CELIA, R. CATHOLIC
- G. PUBLIC SCHOOL
- H. HIGH & GRAMMAR SCHOOLS
- J. CATHOLIC MANSION R. OF ANTHONY, PRIORS

VIEW OF
ASHLAND, MASS.

1878.
DRAWN & PUB. BY MESSRS. O. BAILEY & J. C. HAZEN, BOSTON





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



Licensing Board

One Day License

Select Board,

I respectfully submit this request for Select Board approval of a One-Day Entertainment License for consideration at the February 18, 2026 Board meeting.

The proposed event will be held on February 28, 2026, from 3:00 pm to 6:00pm, at Clock Tower Pickleball (200 Homer Avenue). This event is a private Birthday Party with a maximum of guests is 60. This is an over-21 event and it will not be open to the public. The entertainment will consist of a live band. The event is being organized by Mike Groark under the discretion of Macy Morrison, Clocker Tower Pickleball Manager.

All required application materials have been filed, and the event will comply with all applicable local bylaws, state regulations, and public safety requirements. Coordination with Police, Fire, and other relevant departments will be completed as necessary to ensure the event is conducted in a safe and orderly manner.

Approval by the Select Board is respectfully requested to allow for the to issuance of the One-Day Entertainment License.

Thank you for your consideration. Please let me know if any additional information is required prior to the meeting.

Respectfully submitted,

Macy Morrison

Re: Appointment of a Assoc. Member to the Ashland Town Forest Committee

1 message

Cara (Camerato) Hulme <chulme@ashlandmass.com>
To: Susan Robie <srobie@ashlandmass.com>

Fri, Jan 30, 2026 at 2:26 PM

Hi Susan,

Colin has attended at least 3 of the last 5 meetings and the committee voted to have him appointed as an associate member at the last meeting.

I will follow up with Colin about the talent bank form.

-Cara

On Wed, Jan 21, 2026 at 3:26 PM Susan Robie <srobie@ashlandmass.com> wrote:
Good Afternoon Cara,

Thank you for reaching out regarding this appointment.

I would be happy to add this to a future Select Board agenda, but I will need a Talent Bank Form for Colin to move this forward. As you may be aware, we typically ask that volunteers attend a couple of meetings before seeking an appointment.

It sounds like Colin has already been involved; if that is the case, please respond confirming how many meetings he has attended and that the committee has voted to have him appointed as an Associate Member.

Best regards,

Have a great day!

**Susan Robie***Executive Assistant**Town Manager/Select Board***Town of Ashland**

a: 101 Main Street, Ashland, MA 01721

p: 508-532-7921

f: 508-881-0171



On Wed, Jan 21, 2026 at 12:22 PM Cara (Camerato) Hulme <chulme@ashlandmass.com>
Hi Susan,

> wrote:

I would like to request that the Ashland Select Board approve the appointment of Colin Large to the Ashland Town Forest Committee. Please, let me know when his appointment is scheduled on their agenda as well as if he needs to fill out the talent bank form. Thank you for your help!

Sincerely,
Cara Hulme
ATF Committee Co-Chair

Online Form Submittal: Talent Bank Form

1 message

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

Tue, Aug 5, 2025 at 9:26 PM

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 Colin Large

Email Address

Address

City Ashland

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

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I am interested in serving the Town in the following positions: Open Space & Recreation Committee , Town Forest Committee

Other: *Field not completed.*

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

BACKGROUND:

Employer	Weston Nurseries
Position	Landscape Designer
Education	MA Applied Linguistics, Georgia State University

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Please describe any training/experience you possess Certificate in Landscape Design from University of Guelph, Massachusetts Certified Horticulturalist (MA Nursery and Landscape Association)

Please describe other skills and interests I'm deeply interested in native plants, especially in the designed landscape, as a way to improve the local ecosystem, combat negative aspects of climate change, and provide individuals with the opportunity to connect to wildlife.

Please describe your government or community volunteer experience (Ashland or elsewhere) I was a Peace Corps Volunteer in Ukraine from 2003-2005.

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

ConCom Appointment

1 message

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

Mon, Feb 9, 2026 at 8:21 PM

Hi Susan,

The Conservation Commission voted to recommend the Select Board appoint Gabriel Toledo to the open seat on the Conservation Commission. Gabriel previously served on the Commission in 2020 and is looking to return to his position.

His contact information is below:

Phone number: 617-460-2608
Email address: gkt318@gmail.com
Address: 51 Hilldale Road, Ashland, MA 01721

Thank you,
-Becca



Becca Solomon

Conservation Agent | Tree Warden

(She, Her, Hers)

Town of Ashland

a: 101 Main Street, Ashland, MA 01721

p: 508-532-7924

Please be advised that the Massachusetts Secretary of State and Massachusetts Attorney General consider e-mail to be a public record, and therefore subject to the Massachusetts Public Records Law, M.G.L. c. 66 §10

Online Form Submittal: Talent Bank Form

1 message

noreply@civicplus.com <noreply@civicplus.com>

Wed, Feb 11, 2026 at 2:04 PM

Reply-To: noreply@civicplus.com

To: srobie@ashlandmass.com

Talent Bank Form**Page 1**

TALENT BANK FORM

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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 Gabriel K Toledo

Email Address

Address

City Ashland

State	MA
Zip Code	01721
Home Phone	
Cell Phone	

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

Other: Conservation Commission

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

BACKGROUND:

Employer	N/A
Position	Looking for work
Education	Masters degree from Umass Amherst

Page 3

Please describe any training/experience you possess Former employee of the Florida Department of Health in the Environmental Health department. Permitting septic systems and wells. Formerly worked for a utility company as an Arborist in Florida as well. Bachelors degree in Environmental Studies and a Masters degree in Geographin Information Sciences.

Please describe other skills and interests I'm great at manual labor, which will make a great addition to the Stewardship Committee to care for Warren woods. I love nature.

Please describe your government or community volunteer experience (Ashland or elsewhere) Previously a member of the Ashland Conservation Commission.

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

Kiranmayi Gurran1 message

Wed, Feb 11, 2026 at 2:56 PM

Dear Members of the Select Board: The Zoning Board of Appeals met with Kiranmayi Gurran at our meeting last night to discuss her interest in becoming an Associate Member of the ZBA. Her Talent Bank Form is most impressive; she has a Masters Degree in Transportation Engineering and is employed as a Survey Cad Tech. Her talents would fit nicely with the needs of the ZBA and she expressed great enthusiasm in joining our Board. I would point out that at the present time we are an all male Board and Kiranmayi would bring some welcome diversity to us. Although we typically ask a candidate to appear at two meetings before making a recommendation we all felt so strongly about Kiranmayi's qualifications that we felt confident after an initial meeting to strongly support her appointment as an Associate member.

If you should have any questions, please do not hesitate to contact me.

John Trefethen
ZBA Chair



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

Tue, Feb 3, 2026 at 10:48 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 Kiranmayi gurram

Email Address

Address

City Ashland

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

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I am interested in serving the Town in the following positions:	Affordable Housing Trust Committee , Ashland Cultural Council, Board of Health, Council on Aging, Open Space & Recreation Committee , Planning Board, Stormwater Committee, Sustainability Committee, Town Forest Committee , Zoning Board of Appeals
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Other:	<i>Field not completed.</i>
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Finance Committee is appointed by the Town Moderator	Finance Committee
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BACKGROUND:

Employer	Kim is ngineering
Position	Survey cad tech
Education	Masters in Transportation engineering

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Please describe any training/experience you possess	I have experience supporting administrative and coordination tasks, including basic scheduling, data entry, record maintenance, and assisting teams with day-to-day operations. I am comfortable using computers, email, and common office tools, and I learn new systems quickly.
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I have volunteered my time helping with organizational tasks, communication, and assisting individuals as needed. I am reliable, detail-oriented, and able to follow instructions while also working independently. I bring a positive attitude, strong willingness to learn, and a genuine interest in contributing to the community.

Please describe other skills and interests	I have strong interpersonal and communication skills and enjoy working with individuals and families from diverse backgrounds. I am patient, compassionate, and dependable, with the ability to support community programs through coordination, outreach, and general assistance. I am organized, responsible, and comfortable handling basic administrative tasks and record keeping when needed.
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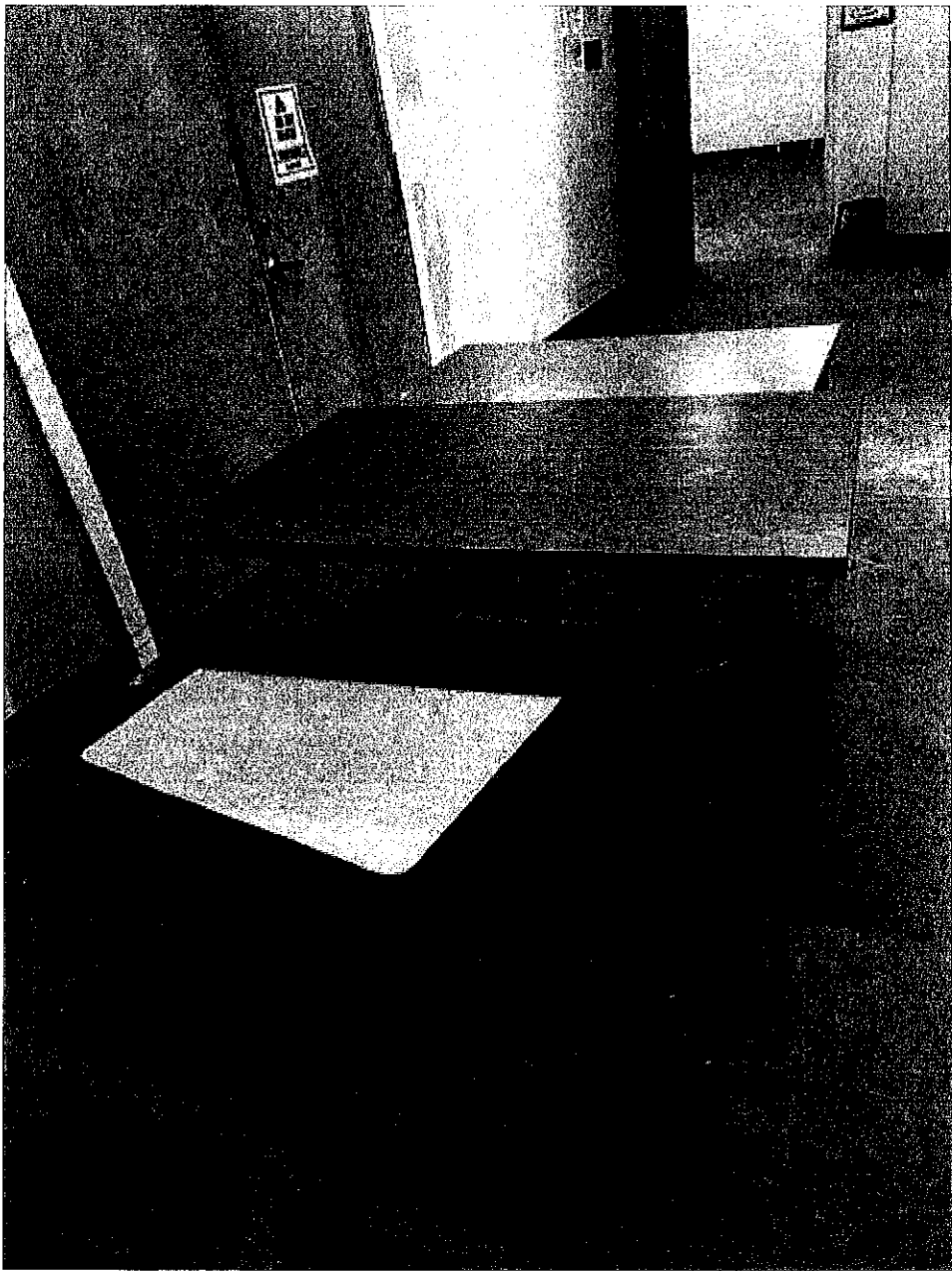
I have a strong interest in community development, social support services, and nonprofit work. I am motivated by

opportunities to help others, contribute to meaningful causes, and support initiatives that positively impact the community. I value teamwork, respect confidentiality, and am eager to learn and grow through service.

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

I have volunteered in schools for field trips and classroom lunch volunteering and library.

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



DONATION/GIFTS	ORGANIZATION OR INDIVIDUAL	DATE GIVEN	VALUE	PURPOSE
\$10.00 Honey Dew Gift Card	Richard J Bowen President Honey Dew	11/17/25	\$10.00	Holiday Program
\$10.00 Honey Dew Gift Card	Richard J Bowen President Honey Dew	11/17/25	\$10.00	Holiday Program
\$10.00 Honey Dew Gift Card	Richard J Bowen President Honey Dew	11/17/25	\$10.00	Holiday Program
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\$10.00 Honey Dew Gift Card	Richard J Bowen President Honey Dew	11/17/25	\$10.00	Holiday Program
Credit \$100	Temple Beth AM Brotherhood	11/26/25	\$100.00	Holiday Program
\$50 Check #5487	Food Pantry Donation- John J. Ramalho & Cheryl L. Ramalho	11/19/25	\$50.00	Ashland Food Pantry
\$250 Check #1340	Food Pantry Donation-Melissa B. Shore	12/5/25	\$250.00	Ashland Food Pantry
\$69.81 Money Order #733251	Food Pantry Donation- Girl Scout Troop #75354	10/4/25	\$300.00	Ashland Food Pantry
\$1,050.00 Check #1094	Food Pantry Donations-Ashland Moms Incorp.	11/23/25	\$1,050.00	Ashland Food Pantry
\$100 Check #7111	Kristen L Baker & Henry A. Baker Jr.	11/21/25	\$100.00	Ashland Food Pantry
\$300 Cash Donation	Cookingham Greene Clubhouse	12/8/25	\$300.00	Ashland Food Pantry
\$2000 Check #1807	Laura A. Giannini	11/10/25	\$2,000.00	Ashland Food Pantry
\$200 Check #1141	Keith Ferguson & Heidi Hanson	11/19/25	\$200.00	Ashland Food Pantry
\$75 Check #3603	The Lee Revocable Trust	12/8/25	\$75.00	Ashland Food Pantry
Credit \$75	Rebecca Reid	12/1/25	\$75.00	Ashland Food Pantry
Credit \$18	Paul Horwitz	12/1/25	\$18.00	Ashland Food Pantry
Echeck \$50	Lisa Smoller	12/2/25	\$50.00	Ashland Food Pantry
Credit \$50	Linda King	12/8/25	\$50.00	Ashland Food Pantry
Echeck \$1000	Jennifer Meade	12/15/25	\$1,000.00	Ashland Food Pantry
Echeck \$50	Brian Thorner	12/10/25	\$50.00	Ashland Food Pantry
Credit \$50	Dorothy Horrigan	12/22/25	\$50.00	Ashland Food Pantry
Credit \$20	Anna Soybel	12/22/25	\$20.00	Ashland Food Pantry
Echeck \$200	Katherine Klein	12/29/25	\$200.00	Ashland Food Pantry
Echeck \$250	S Bowers	12/29/25	\$250.00	Ashland Food Pantry
Credit \$100	Maryellen Cincotta	12/22/25	\$100.00	Ashland Food Pantry
\$520 Money order #735410	The Lanterns Community	12/8/25	\$520.00	Ashland Food Pantry
\$25 Market Basket Gift Card	Unknown	11/6/25	\$25.00	Ashland Food Pantry
\$25 Market Basket Gift Card	Unknown	11/6/25	\$25.00	Ashland Food Pantry
\$25 Market Basket Gift Card	Unknown	11/6/25	\$25.00	Ashland Food Pantry
\$25 Market Basket Gift Card	Unknown	11/6/25	\$25.00	Ashland Food Pantry
\$25 Market Basket Gift Card	Unknown	11/9/25	\$25.00	Ashland Food Pantry

DONATION/GIFTS	ORGANIZATION OR INDIVIDUAL	DATE GIVEN	VALUE	PURPOSE
\$250 Check #596	Beverly J Sistare	12/17/25	\$250.00	Ashland Food Pantry
\$300 #2290	Robert C Moore Jr & Sirkka RM Kyoistio-Moore	12/18/25	\$300.00	Ashland Food Pantry
\$50 Check #6600	Linda A Weene	12/19/25	\$50.00	Ashland Food Pantry
\$100 Market Basket Gift Card	Ashland Fish & Game Club	12/23/25	\$100.00	Senior in Need
\$50 Check #7709	Deborah J Stockwood	12/22/25	\$50.00	Ashland Food Pantry
\$100 Market Basket Gift Card	Ashland Fish & Game Club	12/23/25	\$100.00	Senior in Need
\$100 Market Basket Gift Card	Ashland Fish & Game Club	12/23/25	\$100.00	Senior in Need
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\$100 Market Basket Gift Card	Ashland Fish & Game Club	12/23/25	\$100.00	Senior in Need
Market Basket \$10 Gift Card	Unknown	12/23/25	\$10.00	Ashland Food Pantry
Market Basket \$10 Gift Card	Unknown	12/23/25	\$10.00	Ashland Food Pantry
Market Basket \$10 Gift Card	Unknown	12/23/25	\$10.00	Ashland Food Pantry
Market Basket \$10 Gift Card	Unknown	12/23/25	\$10.00	Ashland Food Pantry
\$130 Check #1999	Joan R. Conklin	12/29/25	\$130.00	Ashland Food Pantry
\$2,000 Check # 416	Jonathan W Jaffe	12/24/25	\$2,000.00	Ashland Food Pantry
\$100 Check #7156 \$100.00	Senior Meal Plan Donations - DEBBIE CONNAUGHTON	12/5/2025	\$100.00	Senior Center
\$250 Check #3728	Senior Meal Plan Donations - BARRY BRESNICK	12/8/2025	\$250.00	Senior Center
\$100 Check #7503	Paul J Kamataris & Joan Kamataris	12/2/25	\$100.00	Ashland Food Pantry
\$500 check #89	Ashland Indians	12/18/25	\$500.00	Ashland Food Pantry
Echeck \$50	Lisa Smoller	1/22/26	\$50.00	Ashland Food Pantry
Echeck \$200	Sarah Schaefer	1/23/26	\$200.00	Ashland Food Pantry
\$100 Check #3620	Senior Meal Plan Donations - Jeannie Gagne	1/20/26	\$100.00	Senior Center
\$150.00 Check #2936	Senior Meal Plan Donations - Mathew and Tina Phaneuf	1/22/2026	\$150.00	Senior Center
Cash donation \$177	Cookingham Greene Clubhouse	1/29/26	\$177.00	Ashland Food Pantry
Credit Card \$50	Mary Ann & Fred Barrett	2/2/26	\$50.00	Ashland Food Pantry
\$200 Check #1517	Senior Meal Plan Donations - Cheryl Noel	2/3/26	\$200.00	Senior Center
\$500 Echeck	Paul Weineck	2/5/26	\$500.00	Ashland Food Pantry
	Total		\$34,365.00	