



# Town of Ashland

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

## BOARD OF SELECTMAN

Minutes

February 1, 2017 – 6:30PM

Town Hall

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

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

### ***Call Meeting to Order – Joe Magnani 6:30 pm***

Joe Magnani called the meeting to order announcing that the Board would be entering into Executive Session - Pursuant to G.L. c. 30A sec 21(a) (2) the Board moved into Executive Session to consider the purchase, exchange, lease or value of real property and that public discussion of which may have a detrimental effect on the negotiating position of the Board.

Joe Magnani called the meeting to order at 7:00 pm. Present at the meeting was Chair Joe Magnani, Vice-Chair Carl Hakansson, Rob Scherer, Steve Mitchell, Town Manager Michael Herbert and Brittany Iacaponi.

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

Joe Magnani led the Pledge of Allegiance and called the regular session meeting to order at 7:00 pm.

### ***Citizen's Participation***

Jeanne Walker a member of the Open Space and Recreation Committee explained that she has worked to conduct an inventory, which identified that the Town does not have handicap accessible picnic tables. Jeanne then worked with Scouts Olivia Sewell and Richard Abbott to address the need. Olivia worked on the project for her Gold Award Project and Richard Abbott completed it for his Eagle Scout Project. The two created 6 tables that are ADA compliant and placed them at the Senior Center, Stone Park and Mill Pond Park. In addition, Olivia worked on a program that brings high schoolers and senior citizens together for lunch in the spring to help merge the generations.

Jeanne Walker also announced that May 6<sup>th</sup> is the annual Green Up Ashland Day.

Elaine Kelly, 18 Columbus Ave., expressed concern with the Connolly Bus Company purchasing the lot where their buses are currently parked and the lots behind the houses on Columbus Ave. She has spoken to Officer Ed Burman who is trying to coordinate with the bus company's drivers and he has asked them to respect the neighbors and refrain from exiting the lots onto Columbus Ave. and Brook St.

Karen Araya, 7 Columbus Ave., works for Connolly Bus Company and lives on Columbus Ave., but exits the lot onto Chestnut St. and drives around as she has been asked. Karen said the vehicles that are traveling down Columbus Ave. and Brook St. belong to bus drivers from Hopkinton who are trying avoid the traffic light.

Ray Trainor, 8 Columbus Ave., has lived there since 1957 and said the traffic has always been an issue and he suggests that the Board consider creating a curb cut that requires the buses to exit onto Chestnut St. and install curbing that would block the buses from entering Brook St.

Carl Hakansson believes that if the Board is looking to support the revitalization of downtown it needs to look at how these changes impact the neighborhoods located downtown.

Michael Herbert explained that he promotes commercial development, but one of the things he advocates for is finding community partners and the right business for each area.

Joe Magnani asked the Columbus Ave. and Brook St. residents to come up with a list of suggestions for the lot with respect to what they are looking for, such as a buffer area, trees, parking lot plan that would dictate that the cars as opposed to the buses park closest to the home, etc.

Paul Kendall, 25 Olive Street, listed out many concerns he has with the recreational marijuana law and the deficiencies that provide the marijuana industry influence over regulatory bodies and communities. Paul said he urges the Board to support legislators who are working on behalf of the interest of communities.

Tim Mahoney, 15 Magnolia Pointe, has concerns with the proposed Upper Charles Bike Path and the fact the no disturb buffer zone between the Village of Americas and his neighborhood would be impacted.

Rob Scherer explained that the challenge with the bike path is putting in a bike path with no rail bed to follow. He will be sure that the consultant Alta is provided with the list of concerns.

Steve Mitchell mentioned that he respects the work the Upper Charles Trail Committee has done and he asks that everyone be open to the process and understands the challenges that the committee and the consultants face.

Tim Mahoney also presented the Board with a map of the Village of America and a list of residents' signatures that share his concerns with keeping the buffer zone that abuts the condo development and the houses.

Carl Hakansson explains that many of the challenges that have resulted are from trying to put planned projects into a community that is close to buildout.

Steve Mitchell suggested getting an update from the Trail Committee for both the Board and citizens to understand the bike path's current status. The Board proposed putting the Trails Committee on the first meeting in March agenda.

Robert Agostinelli, 43 Fatima Drive, explained that the buffer zone was a result of neighbors negotiating with Fafard to protect the area. Robert reiterated that buffer area is a no disturb zone.

Brian MacDonald, 1 Yankee Lane, asked the Board if they could encourage the School Committee to put the Upper Charles Trail Committee on their agenda and have a presentation to see if the School Committee will allow the path to run behind the High School.

Mark Dassoni is proud that we have had so many residents come out and express their concerns. He explained that he has looked at the buffer zone and thinks we can communicate better between boards and committees.

Paul Colona, 19 Columbus Ave., expressed concerns with the heavy equipment noise from Kidde-Fenwal. He explained that the night operations continue to be a problem, and the noise bylaws needs be revamped and then enforced to address this issue.

Judy Margulies, American Blvd., suggests sending concerns regarding the noise bylaw to the Board of Health and explained state law along with the nuisance bylaw will help to address this issue.

Judy Margulies explained that she recently had to call the Police Department with a noise complaint she was pleased with their response.

### *Scheduled Hearings/Appearances*

#### **Joint meeting with the Board of Health**

Jon Fetherston, Chairman of the Board of Health called the Board of Health meeting to order at 8:25 pm. Present at the meeting was Chair Jon Fetherston, Judy Margulies and KG Narayana.

Joe Magnani read the list of interested candidates and explained that Brett Walker had to withdraw because he is serving the country and will be out of state.

KG Narayana thanked everyone for taking part in the process.

**Mark Dassoni** explained that he is interested in working on the Board of Health, feels that he can be a good buffer and that he can bring calm to the board.

Judy Margulies asked Mark Dassoni about his health background. Mark explained that he does not have any health experience, but he bring life experience which he feels would be an asset.

Joe Magnani asked that if he was appointed to fill the seat would he run for the seat in the election. Mark explained that he would have to see how he fit in and then he would make his decision.

**Danielle Elbeit** explained she is a veterinarian, has lived in Ashland for six years and is looking to give back to the community. Danielle mentioned that she feels that she is able to work collaboratively. Danielle explained that she would be interested in being elected to seat. She is also interested in bringing aspects of the One Health Incentive to the board.

Steve Mitchell asked what she finds as one of the major issue for the Board of Health. Danielle explained that the legalization of marijuana, animal health and other underserved areas are issues. Good communication would be helpful and critical to be able to listen to others and come together as a unified front.

Jon Fetherston mentioned that a long dedicated member of the board had to leave mainly due to conflicts within the board and he asked Danielle to give an example of how she would deal with situations like this. Danielle explained that in her professional role she interacts with many from diverse backgrounds and has learned to flex her style, recognize and understand other's perspectives.

Carl Hakansson asked how animals are used in research. Danielle explained that she had worked in the area and she said that explaining the requirements and making sure that everyone understands what needs to be done and how to come together.

Joe Magnani asked Danielle if she thought working with staff would be a challenge. Danielle explained that she works with people with diverse backgrounds and feels she works well with her staff.

**Ron Estavitz**, a podiatrist has lived in Ashland for 20 years. Ron explained that he works in the health care profession and feels that he has many resources, and is good at conflict resolution. Ron explained

that he approaches things by identifying options and works patiently to come up with a plan. He feels that the role of the Board of Health should be to work together as a group to address the needs of the community. Ron explained that he would run for the open seat during the election. Steve asked what Ron thought is the biggest issue facing the Board of Health. Ron feels the large apartment complex going up near the Nyanza site is certainly an issue and recreational marijuana as well. Carl asked Ron if he felt the time obligation is something that he can commit to. Ron explained that he has flexibility in his schedule that will allow him to commit to the needs of the board. Jon Featherstone wanted to know if Ron had any experience in writing policy and Ron said that he does not have experience with this, but he would do the research and ask those around him for assistance or tap into their expertise.

**Terry Hendrix** explained that he has lived in Ashland for over 40 years and understands the importance of food safety from past jobs. Terry said that although he does not have health as part of his experience, he draws from his business experience and finds that people skills he has utilized is a skill set that would be helpful as a member of the board. Terry also explained that he has experience with policy writing and finds that the best products come from those that are worked on collectively. Terry mentioned that he has served on other committees in the past and he would consider running for the seat if he felt the fit was right. Terry feels that drug abuse is an important issue to tackle. Carl wanted to know if Terry is still considering relocating and if the commitment would be impacted by this, which Terry said he would commit.

**Kitty Mahoney** has lived in Ashland for 30 years she currently works for the Town of Framingham in the Health Department. Kitty explained that she has 15 years of public and community health experience and feels working for the Board of Health of Framingham has given her the tools to work on the Board of Health for the town of Ashland. Kitty explained that she would be interested running for seat during the election. Rob asked how she would address the challenges the board currently has. Kitty explained that she is good at collaborating, building consensus and explained the many roles that she has held are a result of her working well with others and being a role model. She also explained that her volunteering experience has given her insight into the time commitment. Kitty feels her experience would be beneficial and thinks she has the tools for the community and the role.

**Phillip Williams** has served on many boards and committees and he is interested in serving to fill the vacancy, but he is not interested in running for the seat during the election. He explained that he is very busy with young children, but did not want the seat to go unfilled and wanted the board to work at addressing the issues. Phillip explained that he feels opioid addiction is an important issue and food safety.

Joe Magnani thanked everyone and appreciates their willingness to serve on the board. Joe asked the members of the Board of Health who they feel would work best with the current Board of Health and if they had a recommendation. KG Narayana was very impressed with all the candidates. Judy Margulies explained that she is not prepared to pick a person, but feels that someone with a medical background would be a great asset. Jon Fetherston feels that a medical background is important, but should not be the only factor. He explained that the 2 members that left did not have a medical background but were vital members of the committee.

Steve Mitchell appreciated everyone who took the time to speak with him and he tried to separate the dynamics of the board from his decision. Steve feels that we have so much to gain from what Kitty brings and he would support appointing her. Rob Scherer feels that everyone would do a great job, but he also would support Kitty and her wealth of knowledge in public health. Carl Hakansson explained that he would feel comfortable with any of candidates and would love to explore how animal health works with human health and the environment. Joe Magnani loves what Danielle brings to the table and encourages her and the other candidates to take out papers and run for the seat. Joe also is in favor of appointing Kitty.

Steve Mitchell made a motion to appoint Kitty Mahoney to fill the vacancy on the Board of Health through the May 15<sup>th</sup> election. This motion was seconded by Ron Scherer with a unanimous vote of 4-0-0.

KG Narayana made a motion to adjourn. This motion was seconded by Jon Fetherston with a unanimous vote of 3-0-0.

#### ***Consent Agenda***

- Accept the Minutes from January 4, 2017.
- Release the Executive Session Minutes of May 11, 2016, May 16, 2016 and July 12, 2016 that were approved at the November 2, 2016 meeting.
- Appoint Jeffrey Ward, Call Firefighter and Cindy Livingstone, Assistant Town Clerk. (No waiver needed).
- Dona Walsh, Animal Control Officer and Ryan McAdams, Light Equipment Operator for DPW and Water/Sewer Department. Waiver of the 15-day waiting period is requested.
- Accept the resignation of Karen McGee from the Ashland Cultural Council.
- Youth and Family Services is requesting to have 3 Blue Chairs, 1 Square Table and 1 Round Table declared surplus.

Steve Mitchell made a motion to accept the consent agenda as presented. This motion was seconded by Rob Scherer with a unanimous vote of 4-0-0.

#### ***Old / New Business***

##### **Recreational Marijuana**

Steve Mitchell explained that he had attended the Mass Municipal Association (MMA) Conference and he presented the Board with a draft letter that the MMA suggested is used to send the letter to the legislators the address concerns of local controls and decision making.

Rob Scherer made a motion to accept the letter with the changes suggested by Steve Mitchell as amended. This was seconded by Carl Hakansson with a unanimous vote of 4-0-0.

#### ***Town Manager Reports***

##### **Grant for Storm water**

Michael Herbert reminded the Board that the town received a \$90,000 grant for repairs to the culvert that runs under the town, still the town is looking to obtain a new \$25,000 grant from the state Fish and Wildlife is offering specifically to address culverts. Rajitha and Maeghan were able to meet the short turnaround and submitted the application for the grant. Michael explained that the culvert system needs to be addressed and noted three alternatives; to replace the whole system, replace only the sections or to reroute storm the culvert.

Rob Scherer made a motion to go past 10:00 pm. The motion was seconded by Steve Mitchell with a vote of 3-1-0 (Hakansson).

##### **Budget**

Michael explained that the FY18 budget revealed by the Governor at the conference we \$69,000 short compared to the numbers that were used to develop the budget. After speaking to Jim Adams and the members of the Liaison Committee they have decided not to adjust the budget at this point.

Michael mentioned that he will be proposing the creation of a new revolving fund for EMS and fire services. He proposed the funding for this account come from the receipts generated.

***Board Reports***

**Carl Hakansson**

Nothing to report.

**Rob Scherer**

Rob asked to add the complete streets policy to a future agenda.

**Steve Mitchell**

Steve suggested that the Ashland Town Hall sign needs to be rehabbed. Steve mentioned that the Farmer's Market mid-winter Valentines event will be held on Saturday February 11<sup>th</sup> from 9 am to 1 pm and that there is a full house of vendors. Steve attended the MMA conference and always comes back with a wealth of information from the workshops such as downtown revitalization, healthy aging and legal topics included recreational marijuana, open meeting law and public records.

**Joe Magnani**

There will be a meeting on February 16<sup>th</sup> at 6:30 pm concerning Open Meeting Law and Ethics. Joe also thanks all the candidates for stepping up to help fill the Board of Health vacancy. Joe also noted that he is in favor of adding associate members to the Board of Health.

***Adjournment***

Steve Mitchell made a motion to adjourn. This motion was seconded by Carl Hakansson with a unanimous vote of 4-0-0.

*This agenda is subject to change and includes those items reasonably anticipated by the Chair to be discussed at the meeting. Not all agenda items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*



SCANNED

ASH Form S-1 08/07



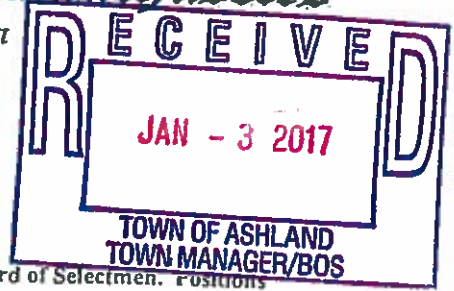
# Town of Ashland, Massachusetts

Office of the Board of Selectmen

101 Main Street, 01721-1191

(508) 881-0100 x. 611

(508) 231-1503 (fax)



## TALENT BANK FORM

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

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

Name Mark D'Asson Home Phone 508-881-4086  
 Address 49 Hawthorne Rd. Work Phone \_\_\_\_\_  
 Cell Phone \_\_\_\_\_  
 E-Mail Address mark.dasson2012@live.com

I am interested in serving the Town in the following positions:

- |   |  |
|---|--|
| <input type="checkbox"/> Affordable Housing Committee                       | <input type="checkbox"/> Cable Advisory Committee                |
| <input type="checkbox"/> Community Preservation Act Committee               | <input type="checkbox"/> Conservation Commission                 |
| <input type="checkbox"/> Council on Aging                                   | <input type="checkbox"/> Historical Commission                   |
| <input type="checkbox"/> Keefe Tech School Committee                        | <input type="checkbox"/> Open Space Committee                    |
| <input type="checkbox"/> Registrar of Voters                                | <input type="checkbox"/> Rubbish & Recycling Oversight Committee |
| <input type="checkbox"/> Senior Taxation Committee                          | <input type="checkbox"/> Town Forest Committee                   |
| <input type="checkbox"/> Trimount Oversight Committee                       | <input type="checkbox"/> Youth & Family Services Advisory Board  |
| <input type="checkbox"/> Zoning Board of Appeals                            |  |
| <input checked="" type="checkbox"/> Other: <u>Board of Health - Interim</u> |  |
- Finance Committee is appointed by the Town Moderator  
 Finance Committee

### BACKGROUND:

Employer \_\_\_\_\_ Position \_\_\_\_\_

Education \_\_\_\_\_

Please describe any training/experience you possess \_\_\_\_\_

Please describe other skills and interests communication, leadership  
organizing, Team Forming

Please describe your government or community volunteer experience (Ashland or elsewhere)  
Cable license, APA, volunteering



---

**Online Form Submittal: Talent Bank Form**

1 message

---

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

Tue, Jan 17, 2017 at 11:51 AM

**Talent Bank Form****Page 1****TALENT BANK FORM**

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

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

Name	Danielle Elbirt
Email Address	<a href="mailto:dabomst1@hotmail.com">dabomst1@hotmail.com</a>
Address	5 bobcat hill lane
City	ashland
State	MA
Zip Code	01721
Home Phone	<a href="tel:6172332796">6172332796</a>
Cell Phone	<a href="tel:6172332796">6172332796</a>

**Page 2**

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

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

Moderator

Other:

Board of Health

**BACKGROUND:**

Employer

Self

Position

consultant veterinarian

Education

DVM- Atlantic Veterinary College; MS- Pennsylvania State University; BS- Boston College

**Page 3**

Please describe any training/experience you possess

as a veterinarian I understand the important connection of our own health to the community around us, not simply making sure that restaurants are clean and food prep is done properly, but the larger picture how the environment (water, earth etc) can impact our health. There are many important issues facing the town including tobacco and medical marijuana use and sales.

Please describe other skills and interests

As a resident of Ashland I am interested in contributing to my town to help make improvements for the benefit of the community

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

Volunteer for Massachusetts Society for Medical Research Boston Mass Prior member of education committee at Temple Israel Natick

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

---

**Online Form Submittal: Talent Bank Form**

1 message

---

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

Wed, Jan 25, 2017 at 10:36 AM

**Talent Bank Form****Page 1****TALENT BANK FORM**

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

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

Name	Ronald Etskovitz
Email Address	<a href="mailto:drbe1@verizon.net">drbe1@verizon.net</a>
Address	57
City	Ashland
State	MA
Zip Code	01721
Home Phone	<a href="tel:6177210201">6177210201</a>
Cell Phone	<a href="tel:6177210201">6177210201</a>

**Page 2**

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

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

Moderator

Other: Board of Health Opening

**BACKGROUND:**

Employer New England Podiatry

Position Podiatrist

Education Docotor of Podiatric Medicine from Pennsylvania College of Podiatric Medicine

**Page 3**

Please describe any training/experience you possess Podiatric Medicine and Surgery in private practice for 25 years

Please describe other skills and interests All phases of ppatient care both medical and surgical with an interest in infectious disease and educationg patients about common diseases and prevention such as diabetes, HTN, PVD, etc.

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

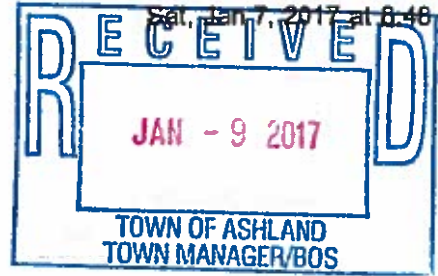
Email not displaying correctly? [View it in your browser.](#)

# Online Form Submittal: Talent Bank Form

1 message

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

Sat, Jan 7, 2017, at 8:48 PM



## Talent Bank Form

Page 1

### TALENT BANK FORM

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

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

Name	Terry Hendrix
Email Address	<a href="mailto:terryhendrix@verizon.net">terryhendrix@verizon.net</a>
Address	20 Ramblewood Drive
City	Ashland
State	Ma
Zip Code	01721
Home Phone	508-881-1718
Cell Phone	508-596-8017

Page 2

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

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

Moderator

Other:

Board of Health

**BACKGROUND:**

Employer

Self

Position

Principal

Education

BS - Business Mgmt & Liberal Arts, MBA

**Page 3**

Please describe any training/experience you possess

Familiar with role of Ashland Health Department, Retired Executive with Hewlett Packard, Strong Leadership and Management Skills, Former Senior Leader with a Computer Users Society, Extensive leadership training when working at large companies

Please describe other skills and interests

Interested in helping to stabilize and increase productivity at the Ashland Board of Health using Teamwork and Leadership Skills.

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

Former Vice Chair of Ashland Water & Sewer Commission, Former Chair of Ashland Republican Town Committee, Current Treasurer of Ashland Redevelopment Authority, Coach at Babson College Leadership & Teamwork Program, Former Youth Baseball Coach, Former Demon Hockey Board Member, Team Member of Committee to select Ashland Police Chief, Member of Committee to Determine Ways to Fund Catholic Schools - Archdioceses of Boston, US Army Vietnam Veteran

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

## Online Form Submittal: Talent Bank Form

1 message

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

Thu, Jan 5, 2017 at 4:15 PM

### Talent Bank Form

Page 1

#### TALENT BANK FORM

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

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

Name	Mahoney, Kitty
Email Address	<a href="mailto:kmahoney@verizon.net">kmahoney@verizon.net</a>
Address	2 Pond Street
City	Ashland
State	MA
Zip Code	01721
Home Phone	508-875-5173
Cell Phone	508-277-6514

Page 2

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

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

Moderator

Other: **Board of Health**

**BACKGROUND:**

Employer Town of Framingham  
Position Chief Public Health Nurse  
Education RN, BSN (Salem State University), Open Meeting, Conflict of Interest, FEMA, MEMA, HIPAA (several State and Federal Agency trainings)

**Page 3**

Please describe any training/experience you possess 12+ years Public Health / Public Health Nursing / Emergency Preparedness Incident Command (ICS), Medical Reserve Corp Region 4A Advisory Board (Executive Director), Past President of the Massachusetts Association of Public Health Nurses, Participant Provider for Massachusetts Association of Health Boards Certificate Program

Please describe other skills and interests Computer, coding and website management

Please describe your government or community volunteer experience (Ashland or elsewhere) 15 years volunteer on the Ashland Zoning Board of Appeals 12 years employee Town of Framingham Health Department 2 years Appointment (Governor) Division of Professional Licencure for Certified Health Officers 10+ years volunteer and administrator Framingham Medical Reserve Corps

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

# Online Form Submittal: Talent Bank Form

1 message

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



Fri, Dec 30, 2016 at 4:06 PM

## Talent Bank Form

Page 1

### TALENT BANK FORM

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

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

Name	Brett Walker
Email Address	<a href="mailto:BrettsAlternate@yahoo.com">BrettsAlternate@yahoo.com</a>
Address	13 Oakridge Lane
City	Ashland
State	MA
Zip Code	01721
Home Phone	706-573-5081
Cell Phone	706-573-5081

Page 2

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

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

Moderator

Other:

Board of Health

**BACKGROUND:**

Employer

Suffolk County District Attorney's Office

Position

Assistant District Attorney (state prosecutor)

Education

Boston College Law School (Juris Doctorate); United States Military Academy (Bachelor of Science)

**Page 3**

Please describe any training/experience you possess

+ B.S. in Environmental Engineering. + Legal focus in Criminal Law and Constitutional Law. + 15 years of military leadership experience (Army and National Guard) including service on four continents and two wars.

Please describe other skills and interests

+ Family - wife and two sons. + Athletics - participation in "Old Boys" competition and coaching youth sports. + Writing - extensive experience in journalism and contributing author to recently published book. + Substance Abuse Treatment - Experience with Substance Abuse treatment/policy through work in specialty courts.

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

+ Former chairman of the Ashland Democratic Town Committee. + Candidate for State Representative. + Board of Deacons (Federated Church of Ashland). + Executive Board of Worcester Rugby Football Club. + Leadership Metrowest. + Decisions at Every Turn. + Consultant to VFR Health.

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



Susan Robie <srobie@ashlandmass.com>

## Online Form Submittal: Talent Bank Form

1 message

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

Thu, Jan 12, 2017 at 8:08 PM

### Talent Bank Form

#### Page 1

#### TALENT BANK FORM

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

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

Name	Phillip Williams
Email Address	<a href="mailto:phillipwilliams@gmail.com">phillipwilliams@gmail.com</a>
Address	24 Pinecrest Lane
City	Ashland
State	MA
Zip Code	01721
Home Phone	6178755057
Cell Phone	Field not completed.

#### Page 2

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

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

Moderator

Other:

Board of Health appointment

**BACKGROUND:**

Employer

Self

Position

*Field not completed.*

Education

Masters Degree/Doctorate in progress

**Page 3**

Please describe any training/experience you possess

Masters degree in Environmental Science Finishing Doctorate in Constitutional Law and Public Policy

Please describe other skills and interests

*Field not completed.*

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

Worked for Town of Ashland Aug-14'-Sept 16' Sustainability Committee Water Policy Committee

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



# Town of Ashland

MASSACHUSETTS

## BOARD OF SELECTMAN MINUTES

January 4, 2017 – 7:00PM  
Town Hall

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

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

### ***Call Meeting to Order***

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

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

Joe Magnani led the Pledge of Allegiance.

### ***Citizen's Participation***

Mark Dassoni asked if the Board will allow residents to speak when the Rail Trail District Phase 2 is discussed. Joe Magnani explained that the Board will allow residents to speak. Mark also thanked Beth Reynolds for all her efforts.

### ***Scheduled Hearings/Appearances***

#### **Adopt a Hydrant**

Mike Torosian explained that the Fire Department will run the Adopt a Hydrant program again. This is the second year the program will run and he hopes residents will opt to participate and clear hydrant near their homes. Prizes will be given away monthly. Additional information about the program is available at the Ashland Fire Department website.

#### **Introduction New Fire Fighters**

Chief Boothby thanked all the members of his department that attended the meeting and the Board for their continued support. Chief Boothby explained that he hopes to add two more Fire Fighters in July to allow him to have five people per shift. He mentioned that five members per shift will allow him to operate out of both stations and handle two calls at a time.

Chief Boothby introduced new Fire Fighters Doug Dow and Erich Bouthillette and said that the recruiting process takes time but he is happy with results.

Doug Dow thanked the Board of the opportunity and is excited to work in a new role within the Fire Department.

Erich Bouthillette thanked the Board for the opportunity and is excited to start.

Chief Boothby introduced Nicholas Andexlar who will serve as a dispatcher to replace Doug Dow.

Nicholas Andexlar thanked everyone for the opportunity and looks forward to starting.

The Board recognized and introduced all of the Fire Fighters present at the meeting.

### **Transfer of License – Warren Conference Center**

Joe Magnani opened the hearing by reading the public hearing notice.

Kim Sturnick from Flik International Corp. explained to the Board that she has been the general Manager at the Warren Conference Center for the past five years and is asking that Board to approve the transfer of license.

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

Yolanda Greaves made a motion to approve the transfer of license from Compass Group dba The Warren Conference Center to Flik International Corp., as presented. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

### **Rail Transit District Phase 2**

Joe Magnani explained that Board is in receipt of a preliminary plan for the Rail Transit District Phase 2 and is going to allow comments, but he wants to remind everyone to continue to follow process including the planning process, so updates are provide and all understand what is going on.

Michael Herbert explained that member staff met today to look over the submission of the preliminary plan, and he explained that just because a submission is done it does not mean the project is going to be developed. Michael Herbert explained that the submission has been received, due to the Town Meeting vote on the Rate of Development Bylaw and they have 7 months to submit a definite plan.

Steve Mitchell asked that the Board include an in-depth review of the agreement to determine where the land owner is out of compliance and the options available to address the compliance issues.

KG Narayana asked how the sewer moratorium will be applied to project and Michael Herbert explained that the moratorium would apply to project.

Cara Tirrell, 3 Hilldale Place, wanted to understand if the preliminary plan submitted includes enough information to be consider a valid submission. Michael Herbert explained that the submission received currently meets the requirements. Cara Tirrell also wanted to know what would happen if the submission was denied by the Planning Board and if an updated submission would fall under the new bylaw. Michael Herbert explained that how the new bylaw will apply to this is still under review. Michael Hebert also said the impact assessments will be done with a tool once there is a definitive plan.

Michael Herbert said the Nyanza Advisory Committee will hopefully be included in the process to raise areas of concern.

Mark Dassoni said that he hopes that the lessons learned during last the process will be applied to the next process.

Peter Potthoff, 50 Wilbur Drive, wants to understand at what part of the process includes aesthetic considerations or is that not part of the process. Michael Herbert explained that aesthetics are part of the site plan process done by the Planning Board. Peter also explained that a buffer zone had been discussed in the past and asked what the buffer is. Yolanda Greaves responded the zoning buffer is 50 feet to 100 feet. Peter explained that he would like to submit to the Board concerns and questions.

Peter Dana, 41 Wilbur Drive, wants to understand who will be responsible for the quality of life vs. the developer's profit. Carl Hakansson explained that unfortunately aesthetics has not been made a priority in the past and that should be looked at with this project moving forward.

Beth Potthoff, 50 Wilbur Drive, wants to understand if the plan submitted includes 55 years and older homes. Michael Herbert explained that the Zoning Agreement requires over 55 housing. Michael Herbert also explained that although the impact on schools is less when the 55 and older housing is added, but the impact on public safety increases, so there is still an impact on the community.

### Economic Development Year End Review

Beth Reynolds has been here officially for 1 year and outlined the impact she has had on the community. Beth explained that one of the items that she is proud of is the list of businesses that have been added to the website and it is constantly being updated. Beth also explained that communication is high on her priority list and continues to work with staff and business alike to ensure that the communication piece includes marketing and social media.

Beth Reynolds mentioned that one of the items that she is most proud of is the Corner Spot and the fact that she raised over \$38,000.00 and is slated to open in June. Beth also said that developing a Community Calendar, which allows one central location to find out what is going on in the community is another achievement.

Yolanda Greaves asked how the additional funds raised will be used. Beth explained that a budget was developed and additional items will be added now that funding allows those items, including insulating the store front and potentially adding additional lighting and Wi-Fi.

Joe Magnani wanted to know if there has been any consideration to security at the Corner Spot and Beth said that she would look into that.

Yolanda Greaves mentioned that a BAA Grant had been provided to allow Beth to hold meet and greets and would like to know what the funding source can be used moving forward.

Steve Mitchell Massachusetts Municipal Association (MMA) is holding a conference in a few weeks and best practices are being discussed to take steps to create a brand or marketing. Beth said marketing is always on her mind and she would like to work with realtors to get the word out to those looking to move into town. Beth is working with the MetroWest Visitors Bureau and they are working to brand the region and she hopes to include Ashland onto that effort.

### *Consent Agenda*

- Declare Surplus Fire Department Engine 4 – 2003 Ford F-550 1FDAF57P53ED49662.
- Accept the resignation of Charles Legasse from the Board of Health.
- Accept the Regular Session Minutes of November 2, 2016 and November 16, 2016.
- Accept the Gifts and Donations Youth and Family Services for the Food Pantry including food, clothing, gift cards, household items and Christmas Trees from various individuals and organizations, Council on Aging donations including gift cards, and funds, Council on Aging gift cards and funds for seniors, Animal Control funds donation, and Economic Development Corner Spot funds donation.
- Reappointment - Brian Forestal – Zoning Board of Appeals – Term to expire 8/31/17
- Appointment – Nicholas Andexlar Fire Department – Dispatcher – (request to waive the 15-day waiting period), MetroWest Veterans District Membership Records Access Officers – Karen Johnson - School Department, Janice Neitz – Police Department and Evelyn Corbett – Fire Department (Request to waive the 15-day waiting period)
- Reappointment - Ashland Roadway Safety Committee — Joseph Magnani, Jr., Chief Scott Boothby, Sheila Page, Sgt. Edward Burman, Izzy Assenoco, Dona Walsh and Doug Small with an expiration date of August 31, 2017.
- Reappointment -MetroWest Regional Transit Authority – Ed Burman to a term that will expire on August 31, 2017.

Steve Mitchell made a motion to approve the consent agenda as presented. This motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

*Old / New Business*

**BAA Grant – Friends of the Ashland Library**

Steve Mitchell explained that the grant application submission by Friends of the Ashland Library for \$2,500.00 during the fall grant round had been over looked and they are looking to see how the Board would like to move forward with this.

Carl Hakansson made a motion to send that application back to the subcommittee for consideration. This motion was seconded by Rob Scherer with a unanimous vote of 5-0-0.

**Long Acre, Inc. dba Stone's Public House – Change of Manager**

Joe Magnani explained that an application was resubmission by Stone's Public House because the original was not typed as required by the ABCC.

Yolanda Greaves made a motion to approve the revised application for the Change of Manager for Long Acre, Inc. dba Stone's Public House, as presented. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

**Letter of Support – Cordaville Road Bridge**

Board members discussed the condition of the bridge at Cordaville Road and the funding needs for repairs.

Yolanda Greaves made a motion to approve and send the letter to Director Gulliver regarding the Cordaville Road Sudbury River Bridge in Ashland with the changes as discussed. This motion was seconded by Carl Hakansson with a unanimous vote of 5-0-0.

***Town Manager Appointments***

Tree Warden – Appoint Rajitha Rurimella as Tree Warden and Doug Small as Assistant Tree Warden. Request to waive the 15-day waiting period for this appointment.

Yolanda Greaves made a motion to waive the 15-day waiting period with regards to the Town Manager's appointment of the Tree Warden. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

***Town Manager Reports***

**Committee Handbook**

Michael Herbert explained that he has been working on a Committee Handbook that will include the Board of Selectmen's policy and procedures and a Code of Conduct. Michael is developing a final draft that is applicable to all boards and committees

**Budget Update**

Michael Herbert explained that Brittany Iacaponi, Finance Director, has created a budget season calendar and the budget will be presented at the next meeting in a draft form. Michael would like to have the final budget presented at the second meeting in February.

Board members wanted to be sure that the budget includes all the communication needed between boards and staff and that process includes input, if needed.

Steve Mitchell suggested that the Board host a meeting and invite all the committees that are appointed by the Board, so they can provide a brief update on what they are working on.

***Board Reports***

**Carl Hakansson**

Nothing

**Rob Scherer**

Rob would like to have staff come in routinely to give an update.

**Steve Mitchell**

Steve mentioned that the Town put a moratorium on recreational marijuana and he wants to be sure there are regulations in place when needed.

Steve said the Mid-Winter Farmers Market will be held on February 11<sup>th</sup>.

**Yolanda Greaves**

Yolanda reported that the MetroWest Regional Collaborative in December hosted a TIP meeting not only did they talk about the bridge, but also discussed supporting the Rte. 126 project and that other communities in the area are also getting support.

Yolanda attended the MAPC and MARPA dinner at Wellesley College.

Yolanda also attended the ribbon cutting for Purple Ink and Pet Concierge.

**Joe Magnani**

Joe explained that he and other Board members attended a meeting in Holliston concerning regionalization for specific departments including equipment and manpower. Five communities Medway, Holliston, Hopkinton, Millis and Ashland were included. For the next meeting Ashland will be the host community.

This agenda is subject to change and includes those items reasonably anticipated by the Chair to be discussed at the meeting. Not all agenda items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.



**Ashland Board of Selectmen  
Executive Session  
May 11, 2016 – Noon**

In Attendance – Joe Magnani, Steven Mitchell, Rob Scherer, Carl Hakansson, Michael Herbert and Jennifer Ball.

Guest Present – Phil Paradis from PSC

Motion by Joe Magnani to go into executive session: I move that the Board of Selectmen move into executive session to discuss litigation strategy as authorized by G.L. c 30A sec 21(a)(3) for which 48 hours notice has been given.

Seconded by Steve Mitchell

4-0-0 Roll call vote.

Mr. Herbert put forward the possibility of appealing the MEPA Certification based upon the fact that DEP did not adequately address the issues raised by the Board. In order to file an appeal the Board needed to understand the engineering behind the issues raised by the Board and what MEPA actually required of the Developer.

Phil Paradis reported the work and analysis on the culvert.

Steve Mitchell made a motion that the board move to employ PSC to create a comprehensive hydrologic report to identify impact and possible solutions. This motion was seconded by Rob Scherer with a unanimous vote of 4-0-0.

Steve Mitchell made a motion to direct the Town Manager to explore and study the impact of the blasting on public safety including changes in groundwater flow. This was seconded by Carl Hakansson with a unanimous vote of 4-0-0.

The Board determined until more information was gathered they could not make a determination on how to proceed with an appeal.

Board members agreed to add an RTD update to the 18<sup>th</sup> agenda.

Roll call vote to adjourn.

**Ashland Board of Selectmen  
Executive Session  
May 16, 2016 – 5:00 pm**

In Attendance – Joe Magnani, Yolanda Greaves, Steven Mitchell, Rob Scherer, Michael Herbert and Jennifer Ball.

Guest Present – Paul Haverty from Blatman, Bobrowski, Mead & Talerman, LLC.

Motion by Yolanda Greaves to go into executive session: I move pursuant to G.L. c. 30A sec 21(a)(3) the Board move into executive session to discuss possible RTD litigation for which 48 hours notice has been given.

Seconded by Steve Mitchell

4-0-0 Roll call vote.

Board discussed the impact of blasting and the process of appealing the MEPA Certification. Also discussed was the run off and the impact the development may have on the culvert.

Roll call vote to adjourn.

4-0-0

Executive Session Minutes  
Town of Ashland Board of Selectmen  
Town Hall  
101 Main Street Ashland

July 12, 2016 – 2PM

Present: Magnani, Mitchell, Hakansson, Greaves

Michael Herbert, Town Manager, Jenn Ball, Assistant Town Manager

Chairman Magnani called the meeting to Order

Chairman Magnani announced that the agenda has an error on it and the Board would not be entering executive session for the purpose of collective bargaining.

Chairman Magnani made the following motion: I move pursuant to G.L. c. 30A sec 21(a)(3), that the Board go into Executive Session to discuss strategy with respect to litigation. As the Chair, I have determined that the public discussion of which will have a detrimental impact on the litigating position of the Board.

Second: YG

Roll Call Vote:

Magnani: Yes, Mitchell: Yes, Hakansson: Yes, Greaves: Yes

Chairman Magnani announced that the Board will not be coming back out into open session.

Michael Herbert and Jenn Ball discussed two reports commissioned by the Board. One on blasting and one on the impact of stormwater on the culvert.

Michael Herbert stated that the blasting issue is rather straightforward. The blasting report makes several recommendations and Herbert advised he was not endorsing the blasting permit until those recommendations were incorporated into the blasting plan.

Herbert then discussed two options regarding the stormwater report. The first option involved the Town Manager trying to negotiate with Campanelli Thorndike to revise their stormwater management plan to eliminate any additional volume coming off the site. Herbert explained this would be difficult because the permit had already been issued and was made more complicated by the citizens lawsuit.

Herbert then explained the second option, which was to file an injunction in the proper court. This would stop work in time for the town to prepare a Notice of Project Change memo to MEPA on the premise that the new information constituted a Project Change.

There was general consensus that the best course of action at this time was to try to negotiate an agreement with the developer and not file an injunction at this time.

Roll call vote to adjourn

4-0-0





# Cindy Livingstone

---

169 Putnam Hill Road, Sutton, MA 01590

## Professional Summary

---

Experienced leader with strong professional and relationship-building skills. Quick learner and eager to further knowledge and skills. Strengths include organization, communication, and time management skills.

## Core Qualifications

---

- Self-Motivated
- Policy/program development
- Budget development
- Personal credibility
- Consistently meets goals
- Proficient in Microsoft Office

## Professional Experience

---

**Kelley & Ryan Associates (Deputy Tax Collector)**  
**City Hall Systems (Municipal Online Payment Software Company)**  
Hopedale, MA  
**Payment Department/Client Relations Manager**  
June 2014 to Present

### Payment Department

- Responsible for entering and reconciling tax payments for multiple towns
- Managed payment window
- Responsible for balancing daily cash receipts
- Assisted Towns/Cities and taxpayers with questions regarding tax bills, abatements, etc.

### Client Relations Manager

- Responsible for building and maintaining relationships with clients
- Conduct business reviews to ensure clients are satisfied with their products and services
- Serve as liaison between company and clients
- Alert customers about new product features or enhancements
- Lead meetings with clients to build relationships with existing accounts
- Escalate and resolve areas of concern as raised by clients
- Communicate with internal departments to ensure client needs are fulfilled effectively
- Create presentations to inform potential or existing clients about products or services

**All Steel Fabricating (Full service steel fabrication shop)**  
North Grafton, MA  
**Office Manager/Purchasing Assistant/Project Management**  
March 2004 to April 2013

### Project Management

- Develop production schedule of awarded projects
- Delegate tasks and responsibilities to appropriate personnel
- Identify and resolve issues and conflicts within the project team
- Track project milestones and deliverables



# Town of Ashland Employment Application

Human Resources Department  
101 Main Street, Ashland, MA 01721  
Phone: 508-881-0100 Fax: 508-881-0174  
www.ashlandmass.com humanresources@ashlandmass.com

\* A resume, cover letter, and fully completed application are required for each position for which you apply. Also, "see resume" is not an acceptable response in any field. If you require any accommodation to complete this form or any part of the application/selection process, please contact the Human Resources Director.

Please print all of your responses below.

Date of Application: 12/29/16

## SECTION I: POSITION

Position Applying For:	<u>Animal Control officers</u>					
Availability:	<input checked="" type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Other	<input type="checkbox"/> Summer Only		
Referral Source:	<input type="checkbox"/> Newspaper	<input type="checkbox"/> Website	<input type="checkbox"/> Job Posting	<input type="checkbox"/> Relative/Friend	<input type="checkbox"/> Other	
If hired, on what date can you start working?	<u>1/1/16 Already working</u>					

## SECTION II: PERSONAL INFORMATION

Name:	<u>Walsh</u>	<u>Dona</u>	<u>L.</u>
	Last	First	Middle
Address:	<u>2 Meadowbrook Ln Ashland MA</u>		<u>01721</u>
	Street # and Name	City/Town State	Zip Code
Telephone:	Cell Phone:	Email:	
Valid Driver's License (circle one):	<input checked="" type="radio"/> Yes - No	Social Security #:	
Issuing State:	<u>M</u>		

# Town of Ashland Employment Application

Human Resources Department  
101 Main Street, Ashland, MA 01721  
Phone: 508-881-0100 Fax: 508-881-0174  
www.ashlandmass.com humanresources@ashlandmass.com

\* A resume, cover letter, and fully completed application are required for each position for which you apply. Also, "see resume" is not an acceptable response in any field. If you require any accommodation to complete this form or any part of the application/selection process, please contact the Human Resources Director.

Please print all of your responses below.

Date of Application: 1/4/17

## SECTION I: POSITION

Position Applying For: <u>Water and Sewer</u>
Availability: <input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Other <input type="checkbox"/> Summer Only
Referral Source: <input type="checkbox"/> Newspaper <input type="checkbox"/> Website <input type="checkbox"/> Job Posting <input checked="" type="checkbox"/> Relative/Friend <input type="checkbox"/> Other
If hired, on what date can you start working? <u>1/9/17</u>

## SECTION II: PERSONAL INFORMATION

Name: <u>McAdams</u> <u>Ryan</u> <u>Hunter</u> <small>Last First Middle</small>		
Address: <u>60 Dodd Dr.</u> <u>Holliston</u> <u>Ma.</u> <u>01746</u> <small>Street # and Name City/Town State Zip Code</small>		
Telephone: _____	Cell Phone: _____	Email: _____
Valid Driver's License (circle one): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Social Security #: _____	
Issuing State: <u>MA</u>		
License #: _____		



# Town of Ashland, Massachusetts

101 Main Street, 01721-1191  
(508) 881-0100  
(508) 231-1503 Fax

Town Clerk *Ex. 66*  
Town Accountant *Ex. 66*  
Treasurer/Collector *Ex. 66*  
Board of Assessors *Ex. 66*  
METS *Ex. 66*

Inspection Services *Ex. 66*  
Planning *Ex. 66*  
Board of Health *Ex. 66*  
Conservation *Ex. 66*

Date: January 25, 2017

To Whom It May Concern:

This letter is to inform you that the Ashland Town Clerk has received written notice of the resignation of the following person:

Name: Karen McGee

a member of Ashland Cultural Council  
Board, Commission or Committee Name

January 23, 2017  
Effective Date of Resignation

RECEIVED  
TOWN CLERK  
ASHLAND, MA  
2017 JAN 25 PM 2:56

As per the Town Code Section 8-3b, Notification of Appointed Vacancy to Appointing Authority, (Added 10-18-00 ATM, Art. 27, approved Acts of 2002, Ch. 53 and Annual Town Election 5-7-02):

"In the event of a vacancy on a board, commission or committee, the Town Clerk, upon notification of such vacancy, shall, within ten (10) days of notification of such vacancy, notify in writing the designated appointing authority of the vacancy."

As per the Town Code Section 8-4a, "Should the appointing authority fail to fill a vacancy on a board, commission or committee within forty-five days of having been notified in writing by the Town Clerk of said vacancy, the Board of Selectmen shall then become the appointing authority and shall make such appointment(s) within forty-five (45) days thereafter."

Please note that a copy of the letter from Karen McGee  
has been included for your records. Name

- ✓ CC: Town Manager/Board of Selectmen
- ✓ (Chairperson of the Board, Committee or Commission)

RECEIVED  
TOWN CLERK  
ASHLAND, MA

2017 JAN 25 PM 1:39

Karen McGee  
8 Ballard Rd  
Ashland, MA 01721

January 23, 2017

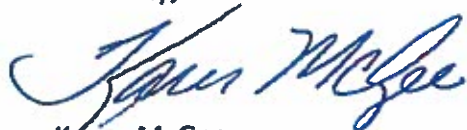
Ms Ward  
Town Clerk  
101 Main St  
Ashland, MA 01721

Dear Ms Ward:

It is with regret that I tender my resignation from the Ashland Cultural Council effective immediately.

I am grateful for having had the opportunity to serve on the council of this fine organization for the past five years, and I offer my best wishes for its continued success.

Sincerely,



Karen McGee







## Bulletin

2017-01B

### DEPARTMENTAL REVOLVING FUNDS

TO: Local Officials

FROM: Sean R. Cronin, Senior Deputy Commissioner of Local Services

DATE: January 2017

SUBJECT: Authorization of Departmental Revolving Funds and Model By-law/Ordinance

This *Bulletin* provides guidance to local officials regarding the authorization of departmental revolving funds for use in Fiscal Year 2018 and future years.

As you know, the departmental revolving fund statute, G.L. c. 44, § 53E½, was amended by the Municipal Modernization Act. St. 2016, c. 218, § 86. These amendments eliminated the caps on the amount that could be spent from the revolving funds authorized for a particular department and in total from all authorized revolving funds. In addition, the revolving funds are to be authorized by by-law or ordinance rather than an annual legislative body vote. The legislative body must still vote on or before July 1 on the amount that may be spent from each fund during the upcoming fiscal year.

These amendments took effect on November 7, 2016 and would apply to departmental revolving fund authorizations beginning in FY2018. We recognize, however, that a transition period is needed to enable cities and towns to draft and adopt the necessary by-laws or ordinances, and for towns, to obtain the Attorney General's review and approval of the by-laws. Therefore, the Division is recommending legislation to defer the requirement that the revolving funds be authorized by by-law or ordinance until FY2019, but would implement the elimination of the spending caps in FY2018 funds. We will keep you informed about developments in that regard.

### FY2018 AUTHORIZATIONS

In the meantime, however, we advise local officials to prepare to be able to authorize departmental revolving funds for FY2018 under the prior and current statutory procedure. In towns, selectboards preparing annual town meeting warrants should include articles that would allow the meeting to authorize or reauthorize the funds by (1) vote upon recommendation of the selectboard, and (2) adoption of a by-law to establish the funds and vote to set FY2018 spending caps for them. Similarly, in cities, officials should plan to be able to have the city council authorize the funds by (1) vote upon recommendation of the mayor or (2) adoption of an ordinance and vote to set spending caps, on or before July 1, 2017.

## MODEL BY-LAW/ORDINANCE

Attached to this Bulletin is a model or template for a by-law or ordinance authorizing departmental revolving funds under G.L. c. 44, § 53E½. We have also included examples of the use of the model in authorizing funds.

Local officials should not use the model without first consulting with municipal counsel to ensure consistency with the style, organization and format of the general by-laws or ordinances of the municipality, as well as consistency and compliance with applicable charter provisions and statutory requirements. The model must be tailored and edited accordingly.

**FY2018 Local Aid Estimates**  
**Ashland**

	FY2017 Cherry Sheet Estimate	FY2018 Governor's Budget Proposal	FY2018 HWM Budget Proposal	FY2018 SWM Budget Proposal	FY2018 Conference Committee
<b>Education:</b>					
Chapter 70	5,935,803	5,986,743			
School Transportation	0	0			
Charter Tuition Reimbursement	49,115	52,489			
Smart Growth School Reimbursement	0	0			
<b>Offset Receipts:</b>					
School Choice Receiving Tuition	266,615	262,264			
<b>Sub-total, All Education Items:</b>	<b>6,251,533</b>	<b>6,301,496</b>			
<b>General Government:</b>					
Unrestricted Gen Gov't Aid	1,300,239	1,350,948			
Local Sh of Racing Taxes	0	0			
Regional Public Libraries	0	0			
Urban Revitalization	0	0			
Veterans Benefits	36,683	32,319			
State Owned Land	71,177	71,177			
Exemp: VBS and Elderly	47,551	16,966			
<b>Offset Receipts:</b>					
Public Libraries	20,393	21,622			
<b>Sub-Total, All General Government</b>	<b>1,476,043</b>	<b>1,493,032</b>			
<b>Total Estimated Receipts</b>	<b>7,727,576</b>	<b>7,794,528</b>			

**FY2018 Local Aid Assessments  
Ashland**

	FY2017 Cherry Sheet Estimate	FY2018 Governor's Budget Proposal	FY2018 HWM Budget Proposal	FY2018 SWM Budget Proposal	FY2018 Conference Committee
<b>County Assessments:</b>					
County Tax	0	0			
Suffolk County Retirement	0	0			
Essex County Reg Comm Center	0	0			
<b>Sub-Total, County Assessments:</b>	<b>0</b>	<b>0</b>			
<b>State Assessments and Charges:</b>					
Retired Employees Health Insurance	0	0			
Retired Teachers Health Insurance	0	0			
Mosquito Control Projects	41,982	43,842			
Air Pollution Districts	5,341	5,416			
Metropolitan Area Planning Council	8,697	8,893			
Old Colony Planning Council	0	0			
RMV Non-Renewal Surcharge	14,900	14,000			
<b>Sub-Total, State Assessments:</b>	<b>70,920</b>	<b>72,151</b>			
<b>Transportation Authorities:</b>					
MBTA	52,865	26,664			
Boston Metro. Transit District	0	0			
Regional Transit	60,245	87,431			
<b>Sub-Total, Transp Authorities:</b>	<b>113,110</b>	<b>114,095</b>			
<b>Annual Charges Against Receipts:</b>					
Multi-Year Repayment Program	0	0			
Special Education	1,572	0			
STRAP Repayments	0	0			
<b>Sub-Total, Annual Charges:</b>	<b>1,572</b>	<b>0</b>			
<b>Tuition Assessments:</b>					
School Choice Sending Tuition	84,011	93,273			
Charter School Sending Tuition	714,506	635,968			
<b>Sub-Total, Tuition Assessments:</b>	<b>798,517</b>	<b>729,241</b>			

**Total Estimated Charges:**

**984,119**

**915,487**

