SELECT BOARD
Minutes
May 6, 2020 – 6:00 PM
Location Online/Zoom Meeting

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 Select Board 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 Select Board 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
Chair Steve Mitchell called the meeting to order at 6:00 pm. Steve stated that pursuant to Governor Baker’s March 12th order suspending certain provisions of the Open Meeting Law, the meeting is being recorded by WACA TV and broadcast live on WACA TV and Facebook using the Zoom Video Conferencing platform. All board and committee members are participating remotely. He read the video conferencing meeting objective and asked for a Select Board attendance rollcall; Brandi Kinsman-aye, Rob Scherer-aye, Yolanda Greaves-aye, Joe Magnani-aye, Steve Mitchell-aye. In addition, Town Manager Michael Herbert, Assistant Town Manager Jennifer Ball and Executive Assistant Susan Robie were in attendance.

Scheduled Hearings & Appearances
Che’s Liquors
Steve Mitchell explained the hearing is regarding an amendment to the liquor license for collateral for a business loan. Che was not in attendance. Michael Herbert clarified that the amendment would also need to be approved by the Alcoholic Beverages Control Commission.

Yolanda Greaves made a motion to approve application for Che’s Pledge of License. This motion was seconded by Joe Magnani with a roll call vote Greaves aye, Kinsman aye, Magnani aye, Scherer aye and Mitchell aye.

Eversource Pole Hearings
Susan Robie explained that the purpose of the hearing was to install a new pole at 137 Main Street. The purpose of the pole is to supply services to 128 Main Street.

Yolanda Greaves made a motion to close the public hearing. This motion was seconded by Joe Magnani with a roll call vote of Greaves aye, Kinsman aye, Magnani aye, Scherer aye and Mitchell aye.

Yolanda Greaves made a motion to approve the Eversource request for a new pole 128 Main Street. This motion was seconded by Joe Magnani with a roll call vote Greaves aye, Kinsman aye, Magnani aye, Scherer aye and Mitchell aye.
**Update from Senate President Karen Spilka and Representative Jack Lewis**

Sen. Karen Spilka and Rep. provided an update on the general fiscal status for FY20 and FY21 and Local Aid Chapter 70. Sen Spilka explained the impact COVID-19 has had on both the state and local budgets. Since March 11, 2020 through mid-April, the state’s unemployment rate quintupled with 1 million unemployment claims representing a quarter of the state’s population. Because the income Tax deadline was postponed to July 15, 2020, tax revenues will be delayed and are expected to drop significantly. Sen. Spilka likened current conditions to the catastrophic shortfalls in 2009. However, for the current year reductions in Local Aid and Chapter 70 are not anticipated. Delayed spending of unexpended funds will be unlikely and therefore Sen. Spilka recommended identifying areas in town government or schools where the fund can be redirected and consumed.

Sen Spilka reviewed the somber realities of the FY21 budget outlook, indicated reductions should be expected, and the Governor’s budget reported in January will change.

Rep. Jack Lewis spoke about expanded volunteering efforts and available aid. Rep. Lewis invited those in need of support, including help navigating the unemployment system, to reach out to his office directly.

Sen. Spilka talked about the public education system, remote learning, and summer activities for students.

Steve Mitchell asked for comments from the School Committee.

Jim Adams, Superintendent, expressed that he is in favor of suspending MCAS requirements for the coming school year.

Marc Terry asked about the Senator’s expectations concerning state revenue and budget projections. Sen. Spilka explained that partial or 1/12 budgets are being considered to minimize negotiations and encourage collaboration between the House and Senate.

Laurie Tosti mentioned several problems that will need to be addressed, such as anticipated mental health issues. She welcomed future opportunities to meet with the Senator to discuss resource options and planning.

Steve Mitchell asked for comments from the Select Board.

Steve asked for more details concerning the upcoming budget process and the evaluation of revenue sources. Sen. Spilka explained the benefits of a short-term budgets. She indicated that broad-base taxes are not currently anticipated but is looking forward to the potential of a transportation bond bill and reducing healthcare costs, specifically for prescription drug and mental health.

Rob Scherer asked, and Sen. Spilka confirmed the state’s strong bond rating makes bonding for capital projects attractive, especially to address the transportation infrastructure and to stimulate the economy. Rob asked about a gas tax under the Transportation Climate Initiative; Rep Lewis felt the Senate’s appetite is questionable at this point and Sen. Spilka expressed her interest in seeing the Senate address it. In terms of the “rainy day fund”, Sen. Spilka hoped it would not be used in the current year, and although it is the largest in the country at $3.5 billion, it is not enough to address all known shortfalls expected next year.

Yolanda Greaves asked whether the Transportation Bond Bill will take into consideration future transportation and commuting patterns if businesses continue remote work practices. Sen. Spilka responded that public transportation needs to be improved and Joseph Boncore, Chair of the Transportation Committee is working on the bill and how funds will be allocated to public transportation.
and road infrastructure. Rep. Lewis commented on the need to think creatively due to the negative psychological effect the pandemic may have on public transportation that may result in increasing driving and road use. Yolanda asked if there is legislation pending concerning remote open Town Meeting. Sen Spilka responded that the Senate passed a bill on Monday to ease municipal challenges resulting from the COVID-19 emergency. The bill reduced Town Meeting quorums to 10% of the normal level and will allow open Town Meetings to be delayed beyond June 30 in addition to several other cutoff dates.

Michael Herbert asked about the models that forecast a recovery by December 2021, whether the legislature is considering an early retirement program for municipalities, and whether local increases in meal and hotel taxes are being considered. Sen. Spilka indicated that various shaped recovery models are being discussed and the reason for being judicious with the rainy-day fund, however early retirement and local option taxes have not been considered.

Brandi Kinsman asked about reopening and childcare and payroll protection concerns and the impact on small business. Sen. Spilka indicated more funds are needed and more needs to be done. Rep. Lewis felt the first round of relief for small businesses failed and the second round was more successful, and he is working to connect residents to resources.

Joe Magnani asked about domestic violence support and resources. Sen. Spilka responded that there is awareness of the problem and will continue to be a priority to ensure the services continue. Rep. Lewis said he is meeting weekly with the Dept. of Children and Families and mentioned various wellbeing assessments and Framingham Voices Against Violence’s efforts.

Steve Mitchell asked the legislature to consider relaxing Massachusetts’ SNAP’s in-person redemption policies to address food insecurities.

The board thanked Sen. Spilka and Rep. Lewis for the time and efforts representing Ashland.

**School Committee**

Laurie Tosti called the School Committee Meeting to order at 6:30pm. Paul Kendall, Marc Terry, Kathy Bates, and Laurie Tosti were in attendance.

Marc Terry made a motion to adjourn at 8:00 pm seconded by Kathy Bates. Rolcall vote Bates aye, Kendall aye, Terry aye and Tosti aye.

**Ashland Emergency Fund**

Roland Houle from the Ashland Emergency Fund explained that they have provided $43,000 in assistance since the pandemic started. They have provided $20,000 for the 3R program and $12,000 for the food pantry and the balance is direct assistance. Since the pandemic began, they have received $75,000 in donations. The Emergency Fund is not needing funding now, but feel the worst is still to come.

Steve Mitchell asked Roland to reach out to the Select Board when more funding is needed, so they may help drive more resources to the fund.

**COVID-19 Update**

Ed Burman provided the board with a COVID-19 update. He explained that he is in the fourth week of his new role and he feels that the lines of communication and the tracing have been going well. He worked closely the facilities in town to be sure that we are providing any resources they need. Additionally, Ed explained that he is working with Steve Mitchell to develop a plan to open the Farmer’s Market.
Steve asked about the testing and the contact tracing. Ed explained that contact tracing has become easier because the test results come back sooner. The town is usually aware of the positive results within 24 hours.

Michael Herbert reminded everyone that until the testing is more readily available, the impact will not be truly understood. Michael also shared the reopening plan for public spaces, including town owned land and buildings. The plan will be a phase approach starting June 1st and Joe Richardson has been tasked with developing a plan. Steve wanted to understand why June 1st was selected, and Michael explained that he does not want to initiate the reopening effort prematurely.

Rob Scherer asked to have Michael provide an update on the plan at the next meeting.

Yolanda Greaves wanted to know if there will be adjustments based on the Governor's plan. Michael explained that the plan is data driven based on the statistics. Yolanda asked how this plan will impact voting and Town Meeting.

Joe thanked Ed for the materials he had provided and having the actual numbers of cleared individuals was great to see. Joe wanted to know how the reporting impacts facilities when a permanent address is not the facility at the time of death. Ed explained that because the contact tracer starts sooner, they have been able to stay on top of it.

Ed explained that the town is in good shape concerning personal protective equipment (PPE) and is working with local stores to source items as well.

Brandi Kinsman asked about compliance inspections and their findings. Ed explained that noncompliance incidences have been resolved quickly without incident or complaints.

Joe asked Michael about the opening plan and wanted to be sure it is clear the plan is for leisure and not organized group events. Michael indicated allowed organized events would be in the future.

Michael thanked Ed, Jenn, Human Services, the Nurses, Mark, Laura, and the Board of Health for all they have done.

Citizen’s Participation
Cynthia Whitty, 148 Concord Street, spoke on behalf of the Community Gardens at Stone Park. She explained that the garden has been in existence for 11 years and she asked that it be allowed to open in May to have a productive season. The Community Garden has 57 families that participate and truly rely on the garden as a source of food. Steve asked Cynthia if she could provide the board with how other communities are addressing this and the board will discuss it at the next meeting on May 20th. Sandra Galiwango supported opening the Ashland Community Garden. Florence Seidell asked the board to support opening the Ashland Community Garden.

Diane Ring wanted to know if the Eversource Land Court hearing is open to the public. Michael indicated that he would investigate and will share his findings.

Preston Crow thought that the closing Stone Park was an action of the Town Manager, which would affect the Community Garden, and asked if opening the park should follow the same process. Michael felt it is an item that he would want to board to vote on.

Old/New Business
Eversource – Applied Economics Initial Report
Steve explained that the board has been presented a draft Eversource Initial Report from Applied Economics Clinic. Rob Scherer would like the board and the public to review the report and provide
comments. Rob explained that based on the information in the plan, it does not seem there is need for this project as Eversource has led us to believe.

Brandi felt that the lack of evidence, based on the 2010 census, may not be the best data to use as a basis. Brandi also wanted to understand the cost of assets, as it was not referenced in the report. Brandi asked how heat pumps come into play.

Joe was concerned with the dates of the data used. He felt the report was on point and is happy with it.

Yolanda agreed with Brandi on the census numbers, she was concerned with the numbers especially with the development that has happened in Framingham.

Michael said the report includes the five points covers several points and felt evaluating the alternative analysis, he wanted to know if Eversource has provided this analysis with other filings. He also wanted to know if Eversource has provided information on redundancy for any other applications they have filed. The Land Court hearing is scheduled for May 27th.

Steve and Rob invited comments from the public.

Select Board Scholarship
Steve Mitchell explained that the board has received 27 applications for their scholarship, and he stated that the sub-committee will meet and make a recommendation at a future meeting.

Metropolitan Area Planning Council
Steve Mitchell explained that the appointment to Metropolitan Area Planning Council is expiring. He explained that Yolanda Greaves currently serves on behalf of the board and is interested in continuing to serve on behalf of the board.

Joe Magnani made motion to reappointment Yolanda Greaves to the Metropolitan Area Planning Council for a 3-year term. This was second by Brandi Kinsman with a roll call vote of Greaves aye, Kinsman aye, Magnani aye, Scherer aye and Mitchell aye.

Waiver of Policy Regarding Signs on Town Property
Steve Mitchell explained that parents of the Senior Class are working to celebrate the Senior Class by placing signs on town owned property. The board discussed waiving the Sign Policy for Town Property for the AHS Class of 2020.

Yolanda Greaves made a motion to approve the allowance the AHS Class 2020 signs to be placed on Town owned property and that she will act as the coordinator and report back to the board concerning the plan and time limits. This was second by Brandi Kinsman with a roll call vote of Greaves aye, Kinsman aye, Magnani aye, Scherer aye and Mitchell aye.

Acceptance of Minutes
Yolanda Greaves made a motion to approve the April 1st and April 15th Regular Session Minutes and the April 14th Triborder Meeting Minutes as drafted. This motion was seconded by Joe Magnani with a roll call vote Greaves aye, Kinsman aye, Magnani aye, Scherer aye and Mitchell aye.

Priority Project Update
Rail Transit District
Michael explained an agreement was made in February 2020 but when the agreement was sent back changes were made that had not been agreed to. Recently UGC provided an explanation for the changes, including moving the buffer zone. The average agreed upon buffer was 200-foot buffer with a minimum point of 150 feet.
Steve explained that an agreement was made, and it was done publicly and is concerned with the deviation.

Joe expressed that changing the buildings to a two, five story buildings and modifying the buffer zone raised concerns considering an agreement had already been reached.

Michael said that the original proposal had one, four story and one, five story building and he is hoping that the new proposal that indicates two, 5 story buildings is a typo.

Rob asked about the buffer and Michael explained that the buffer is reduced to 120 feet at its smallest point.

Brandi said at the November 6th meeting the 200-foot buffer was discussed and therefore disappointed by the change.

Steve wanted clarity on the typo. He felt the board had an agreement and suggested ceasing discussions and asked how the members would like to proceed.

Michael pointed out that this is the second time an agreement has been reached and is looking for Michael Uccellini to honor the agreement.

**Downtown Project/Riverwalk/Mill Pond**
Michael reported that the Downtown Project went out to bid and the offers came in higher than anticipated. At this point he explained that he is going to move forward with the Mill Pond project, and he is hoping that the work will be completed by June. Jenn Ball indicated the Conservation Commissions Order of Conditions was amended and recorded with the Registry of Deeds.

**Public Safety Building**
Joe explained that the Public Safety Building Committee has been working on the HVAC design and waiting for cost estimates to make final decisions.

**Warren District and Valentine Estate**
Michael mentioned that the Warren Barn has been demolished and an RFP is being worked on to build a replica.

The Hall House at 433 Chestnut St. recently went out to bid again and one proposal was received. The proposal was not an exact replica, but the bidder has agreed to make changes to build an exact replica.

**Town Manager Report**

**Town Election**
Jenn Ball explained that she has been working with the Town Clerk’s Office on the 2020 Town Election. The Clerk’s Office is hoping that people will take advantage Absentee Voting and the school is willing to allow use their facility for this purpose. The election would take place on a Wednesday to utilize town staff to work the poles.

Michael explained that the Town Clerk is working on establishing hours that would work best and the best way to communicate the information to the public.

Steve asked Michael to thank the Town Clerk’s Office for all their efforts.
Warrant
Michael reported that the Town Meeting has been moved to June 16th and the Governor’s restrictions will create a challenge. In working with the Town Moderator, given there are few items on the warrant, moving items that are not time sensitive to the Special Town Meeting in the Fall was proposed.

Jenn explained that several items including the capital authorization and Veteran’s services may be moved to November, however the consent items, the consent CPC, and funding the OPEC trust would be addressed in June.

Board Reports
Magnani
Joe explained that spoke to Steve about moving forward with the Town Manager’s and Town Counsel’s reviews.

Joe also wished Marie and Bernie Kane a Happy Birthday!

Kinsman
Brandi is attending a webinar about Effective Public Outreach in MS4 Communities and the Stormwater Enterprise Funds. She is also moving forward with the website refresh.

Greaves
Yolanda took part in a MetroWest Regional Collaborative meeting last week where the discussion was on Town Meeting and Town Election. She attended a Mindess School Building Committee meeting and the submission has been sent out the MSBA.

Scherer
Rob attended the Public Safety Building and Mindess School Building meetings, and he is happy that both are proposed projects. Rob also attended the Mass Municipal Transportation Committee meeting where transportation and increasing the gas tax were discussed.

Mitchell
Steve explained that he watched the CPC meeting and they voted to support the Town Forest projects.

Steve thanked the Ashland Indian Club for their donations to both the Ashland Emergency Fund and the Ashland Food Pantry.

Steve sent condolences to Robert Brady’s family acknowledging that he was a Selectmen in the Town of Avon and died recently from the Coronavirus.

Adjournment
Yolanda Greaves made a motion to adjourn. The motion was seconded by Joe Magnani with a roll call vote Greaves aye, Kinsman aye, Magnani aye, Scherer aye and Mitchell aye.
The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

APPLICATION FOR AMENDMENT-Pledge of Collateral

☑ Pledge of License ☐ Pledge of Stock ☐ Pledge of Inventory
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Pledge of License, Stock or Inventory Application
- Pledge documentation
- Promissory note
- Vote of the Entity
- Payment Receipt

1. BUSINESS ENTITY INFORMATION

<table>
<thead>
<tr>
<th>Entity Name</th>
<th>Municipality</th>
<th>ABCC License Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSMP LLC - Che's Liquors</td>
<td>Ashland</td>
<td>00030-PK-0040</td>
</tr>
</tbody>
</table>

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation.

Small Business Loan Refinancing,combining a line of credit and a small business loan.

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name: Chetan Patel
Title: Owner
Email: [Email]
Phone: [Phone]

2. AMENDMENT-Pledge Information

Pledge of License
To whom is the pledge being made: Rockland Trust Company

Pledge of Inventory

Pledge of Stock

3. FINANCIAL DISCLOSURE

SOURCE OF FINANCING

Please provide signed financing documentation.

<table>
<thead>
<tr>
<th>Name of Lender</th>
<th>Amount</th>
<th>Type of Financing</th>
<th>Is the lender a licensee pursuant to M.G.L. Ch. 138.</th>
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<tbody>
<tr>
<td>Rockland Trust Company</td>
<td>$600,000</td>
<td>Business Loan</td>
<td>[☑ Yes ☐ No]</td>
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<td></td>
<td></td>
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<td>[☑ Yes ☐ No]</td>
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<td>[☑ Yes ☐ No]</td>
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<tr>
<td></td>
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<td>[☑ Yes ☐ No]</td>
</tr>
</tbody>
</table>

FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

See attached Commitment Letter for loan details.
APPLICANT'S STATEMENT

I, Chetak Patel, the: ☒ sole proprietor; ☐ partner; ☐ corporate principal; ☒ LLC/LLP manager

Authorized Signatory

of CSMP LLC

Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

(1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;

(2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;

(3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;

(4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;

(5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;

(6) I understand that all statements and representations made become conditions of the license;

(7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;

(8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and

(9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

(10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: 

Date: 3/25/2020

Title: Chetak Patel
CORPORATE VOTE

The Board of Directors or LLC Managers of CSMP LLC Entity Name

duly voted to apply to the Licensing Authority of Ashland City/Town
Commonwealth of Massachusetts Alcoholic Beverages Control Commission on Mar 20, 2020 Date of Meeting

For the following transactions (Check all that apply):

☑ Pledge of License
☐ Pledge of Inventory
☐ Pledge of Stock
☐ Other

"VOTED: To authorize Chetak Patel Name of Person
to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

A true copy attest,

Chetak Patel (Print Name)

For Corporations ONLY

A true copy attest,

Chetak Patel (Print Name)

Corporate Officer /LLC Manager Signature

Corporation Clerk's Signature
RETAL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

APPLICATION FOR AMENDMENT-Pledge of Collateral

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make $200.00 payment here: ABCC PAYMENT WEBSITE

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY) 00030-PK-0040

ENTITY/ LICENSEE NAME CSMP LLC - Che's Liquors

ADDRESS 300 Elliot Street

CITY/TOWN Ashland STATE MA ZIP CODE 01721

For the following transactions (Check all that apply):

☐ New License ☐ Change of Location ☐ Change of Class (i.e. Annual / Seasonal)
☐ Transfer of License ☐ Alteration of Licensed Premises ☐ Change of License Type (i.e. club / restaurant)
☐ Change of Manager ☐ Change Corporate Name ☐ Change of Category (i.e. All Alcohol/Win, Mal)
☐ Change of Officers/ Directors/LLC Managers ☐ Change of Ownership Interest ☐ Issuance/Transfer of Stock/New Stockholder
☐ ☐ Other ☐ Change Corporate Structure (i.e. Corp / LLC)
☐ ☐ ☐ Change of Hours
☐ ☐ ☐ Change of DBA
☐ ☐ ☐ Pledge of Collateral (i.e. License/Stock)
☐ ☐ ☐ Management/Operating Agreement

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358
Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email.

Transaction Processed Successfully.

INVOICE #:

<table>
<thead>
<tr>
<th>Description</th>
<th>Account, agency or registration holder</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FILING FEES-RETAIL</td>
<td>00030-PK-0040 - Che's Liquors - CSMP LLC</td>
<td>$200.00</td>
</tr>
</tbody>
</table>

$200.00

Total Convenience Fee: $4.70
Total Amount Paid: $204.70

Date Paid: 3/25/2020 9:58:09 AM EDT

Payment On Behalf Of
License Number or Business Name: 00030-PK-0040 - Che's Liquors - CSMP LLC
Fee Type: FILING FEES-RETAIL

Billing Information
First Name: Chetak
Last Name: Patel
Address: 300 Eliot Street
City: ASHLAND
State: MA
Zip Code: 01721
Email Address:
THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF UNEMPLOYMENT ASSISTANCE

Charles D. Baker
GOVERNOR
Karyn E. Polito
LT. GOVERNOR

Rosalin Acosta
SECRETARY
Richard A. Jeffers
DIRECTOR

CSMP LLC
300 ELIOT STREET
ASHLAND, MA 01721

EAN: 10064356
March 25, 2020

Certificate Id:36394

The Department of Unemployment Assistance certifies that as of 3/25/2020, CSMP LLC is current in all its obligations relating to contributions, payments in lieu of contributions, and the employer medical assistance contribution established in G.L.c.149, §189.

This certificate expires in 30 days from the date of issuance.

Richard A. Jeffers, Director
Department of Unemployment Assistance
CERTIFICATE OF GOOD STANDING AND/OR TAX COMPLIANCE

CSMP LLC
300 ELIOT ST
ASHLAND MA 01721-2380

Why did I receive this notice?

The Commissioner of Revenue certifies that, as of the date of this certificate, CSMP LLC is in compliance with its tax obligations under Chapter 62C of the Massachusetts General Laws.

This certificate doesn't certify that the taxpayer is compliant in taxes such as unemployment insurance administered by agencies other than the Department of Revenue, or taxes under any other provisions of law.

This is not a waiver of lien issued under Chapter 62C, section 52 of the Massachusetts General Laws.

What if I have questions?

If you have questions, call us at (617) 887-6400 or toll-free in Massachusetts at (800) 392-6089, Monday through Friday, 8:30 a.m. to 4:30 p.m..

Visit us online!

Visit mass.gov/dor to learn more about Massachusetts tax laws and DOR policies and procedures, including your Taxpayer Bill of Rights, and MassTaxConnect for easy access to your account:

- Review or update your account
- Contact us using e-message
- Sign up for e-billing to save paper
- Make payments or set up autopay

Edward W. Coyle, Jr., Chief
Collections Bureau
Legal Notice
Town of Ashland

Notice is hereby given that the Select Board will conduct a hearing for the purpose of Nstar Electric Company dba Eversource Energy and Verizon New England, Inc to install one temporary pole #26/10A located near 137 Main Street, Ashland.

A public hearing will be held on Wednesday May 6, 2020 using Zoom. Meeting information will be posted on the agenda which can be found on the town website www.ashlandmass.com. The hearing will take place at 6:15 PM.

Persons wishing to be heard on this matter are invited to attend the public hearing by logging into the Zoom meeting. Interested parties who are unable to attend the hearing may submit written comments to the Select Board’s Office, Town Hall 101 Main Street, Ashland, MA 01721 or by e-mailing Susan Robie at srobie@ashlandmass.com

Steve Mitchell Chair
Select Board
April 20, 2020

Board of Selectmen
Ashland Town Hall
101 Main Street, 1st Flr
Ashland, MA 01721

RE: Main Street
Ashland, MA
WO # 2369598

Hearing Required

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY d/b/a as EVERSOURC ENERGY and VERIZON to install one (1) temporary pole #26/10A.

This work is necessary to provide electric service to #128 Main Street, Ashland. This pole will be removed at a later date in conjunction with the downtown underground project.

If you have any further questions, contact Chris Cosby @ (508) 305-6989. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M Schifone

Richard M. Schifone
Rights and Permits, Supervisor

RMS/sky
Attachments
PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY AND OTHER COMPANIES FOR JOINT OR IDENTICAL LOCATIONS FOR POLE

To the Board of Selectmen of the Town of Ashland, Massachusetts:

Respectfully represent NSTAR ELECTRIC COMPANY dba Eversource Energy and VERIZON NEW ENGLAND, INC. companies subject to Chapter 166 of the General Laws (Ter.Ed.), that they desire to construct a line upon, along and across the public way or ways hereinafter specified.

WHEREFORE, your petitioners pray that after due notice and hearing as provided by law the Board of Selectmen may by Order grant your petitioners joint or identical locations for the erection or construction of poles, to be owned and used in common by them, and for such other fixtures including anchors and guys as may be necessary to sustain or protect the wires of the line, said poles to be located, substantially as shown on the plans made by A. DeBenedictis dated March 24, 2020 and filled herewith, upon along and across the following public way or ways of said town:

Main Street - Southwesterly side approximately 60± feet West of Front Street

Install one (1) temporary pole 26/10A

Public Hearing Required

Also, for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. Your petitioners agree to reserve space for one Cross-arm at a suitable point upon each of said poles for the telephone, fire and police signal wires owned by the town and used for municipal purposes.

NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY

By: Richard M. Schifone
Richard M. Schifone
Rights and Permits, Supervisor

VERIZON NEW ENGLAND INC.

By: Albert E. Bessette
Raw Municipal

Dated this ______ day of _______ 2020

Town of ASHLAND, Massachusetts
Received and filed ____________ 2020
April 20, 2020

Board of Selectmen
Ashland Town Hall
101 Main Street, 1st Flr
Ashland, MA 01721

RE: Main Street
Ashland, MA
WO # 2369598

Hearing Required

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY d/b/a as EVERSOURCE ENERGY and VERIZON to install one (1) temporary pole #26/10A.

This work is necessary to provide electric service to #128 Main Street, Ashland. This pole will be removed at a later date in conjunction with the downtown underground project.

If you have any further questions, contact Chris Cosby @ (508) 305-6989. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M Schifone

Richard M. Schifone
Rights and Permits, Supervisor

RMS/sky
Attachments
ORDER FOR JOINT OR IDENTICAL LOCATIONS FOR POLES
Town of Ashland, Massachusetts

WHEREAS, NSTAR ELECTRIC COMPANY d.b.a. Eversource Energy and VERIZON NEW ENGLAND, INC. have petitioned for joint or identical locations for the erection or construction of poles to be owned and used in common by them upon, along and across the public way or ways of the town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that NSTAR ELECTRIC COMPANY d.b.a. Eversource Energy and VERIZON NEW ENGLAND, INC. be and hereby are granted joint or identical locations for the erection or construction of poles, to be owned and used in common by them, and for such other fixtures including anchors and guys as may be necessary to sustain or protect the wires of the line upon, along and across the following public way or ways of said town:

Main Street - Southwesterly side approximately 60± feet West of Front Street

Install one (1) temporary pole 26/10A

Public Hearing Required

All construction work under this Order shall be in accordance with the following conditions: Poles shall be of sound timber and located as shown on plans made by A. Debenatic Dated March 24, 2020 on file with said petition. There may be attached to said poles by said NSTAR ELECTRIC COMPANY d.b.a. Eversource Energy and by said VERIZON NEW ENGLAND, INC. wires and cables necessary for the conduct of their business. All such wires and cables shall be placed at a height of not less than eighteen feet from the ground at crossings of other ways and at not less than fourteen feet from the ground elsewhere

_________________________ Selectmen of
_________________________ the town of
_________________________ ASHLAND

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter.Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held at ________________ in said town on

_________________________ day of ________________, 2020 at ________________ P.M.

_________________________ Selectmen of
_________________________ the town of
_________________________ ASHLAND

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Board of Selectmen of the town of ASHLAND Massachusetts, duly adopted on the __________ day of __________ 2020, and recorded with records of location Orders said town, Book __________, Page __________ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: ________________________
Clerk of the Town of ASHLAND, Massachusetts
Date

Mr. Marc D. Draisen, Executive Director
Metropolitan Area Planning Council
60 Temple Place, 6th floor
Boston, MA 02111

Dear Mr. Draisen:

Sample:

In accordance with the provisions of Massachusetts General Law, Chapter 40B, section 24, I hereby appoint [_______] as the Town of [_______]’s representative to the Metropolitan Area Planning Council. Said appointment shall be for a term of three years from the above date.

If the Town chooses to also name an Alternate Representative: [note: term of office for Alternate must be for the same 3-year term as the term for the Representative]

Sample (Alternate):

In accordance with the provisions of Massachusetts General Law, Chapter 40B, section 24, I hereby appoint [_______] as the Town of [_______]’s Alternate representative to the Metropolitan Area Planning Council. Said appointment shall be for a term of three years from the above date.

Sample (Rep and Alternate):

In accordance with the provisions of Massachusetts General Law, Chapter 40B, section 24, I hereby appoint [_______] as the Town of [_______]’s representative to the Metropolitan Area Planning Council. Said appointment shall be for a term of three years from the above date. In addition, [_______] shall be appointed as the Alternate Representative for the same term length.

Sincerely,

[_______]
Chairman, Board of Selectmen/Town Administrator/Manager
SELECT BOARD
April 1, 2020 – 6:30 PM
Zoom Video Conferencing

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 Select Board 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 Select Board 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
Chair Steve Mitchell called the meeting to order at 6:30 pm and asked for a Select Board attendance rollcall; Brandi Kinsman-aye, Rob Scherer-aye, Yolanda Greaves-aye, Joe Magnani-aye, Steve Mitchell-aye. Also present were Town Manager Michael Herbert, and Assistant Town Manager Jenn Ball. All meeting participants are joining remotely. Mr. Mitchell mentioned that WACA TV is recording, and broadcasting the meeting live on WACA TV and Facebook using the Zoom Video Conferencing platform. He also read the video conferencing meeting intent and remote meeting rules.

Old/New Business

BAA Spring Grant Round
Steve Mitchell explained that given the Boston Marathon has been rescheduled until September 14, 2020, and the spring grant round ended on March 31st, fundraising thus far has been minimal. He asked the board members to comment on postponing the grant awards until the fall.

Joe Magnani mentioned that an abbreviated Summer Concert series is still planned and on behalf of the Summer Concert Committee he requested BAA funding, if available. Brandi Kinsman asked how many grants have been requested, and Mr. Mitchell responded that applications typically submitted are likely affected by the uncertainty of being able to plan for their programs and events. Mr. Mitchell suggested moving the spring grant round to the fall and potentially. The board members agreed. Rob Scherer raised concern regarding urgent funding needs and suggested reviewing applications that have been received. There was a brief discussion about reducing the $3,000.00 fundraising burden.

Yolanda Greaves made a motion to review the BAA Spring Grant Program in either the first or second meeting in June or as more information about the current situation is known. This motion was seconded by Rob Scherer with a unanimous vote of 5-0-0; Kinsman-aye, Scherer-aye, Greaves-aye, Magnani-aye, Mitchell-aye.

Discussion on Annual Town Meeting and Town Election and Pending Legislation
Mr. Herbert explained the local government challenges as a result of COVID-19. He outlined the proposed legislation put forth by Governor Baker that will rule on Town Meetings and elections. If the legislation is passed, he, as well as the Moderator and Town Clerk agreed it would be prudent to plan for a June 16th Town Meeting, in order to complete the FY21 budget by the fiscal year start date. Concerning town elections, Mr. Mitchell mentioned that there is signed legislation to allow towns to postpone
elections. There was a brief discussion about potentially moving the date to June 23rd, as well as alternate ballot processing and voting logistics.

Mr. Mitchell recused himself from the vote on postponing the elections. The board decided that in anticipation of clarity from the state concerning scheduling the Town Meeting and the elections, this item will be revisited at the next Select Board meeting. Ms. Greaves pointed out the need to also consider when the reorganization will be completed, as it relates to the elections.

**FY20 and FY21 Finances**
Mr. Herbert explained that a reduction in local receipts is expected, which will have FY 20 cashflow implications. He noted that the motor vehicle excise tax due date has been extended to May 1st and the town may soon have the option to postpone first quarter property taxes.

Concerning FY21, Mr. Herbert reported that the state is estimating a $3 billion decline in revenues, which will impact local aid. Ms. Greaves asked, and Mr. Herbert responded that a 10% reduction in state aid and two thirds vote at Town Meeting is required to access the “rainy day” stabilization funds.

Mr. Herbert remarked on recent administrative actions, such as a freeze on discretionary non-COVID-19 related spending. However, capital projects such as the design and engineering of the Public Safety Building and the Mindess School will proceed, as the funds have already been appropriated. He also added that layoffs are not expected in FY21, as the town is currently in a good shape to weather the storm. Concerning the School Dept., Mr. Herbert revealed that although rental revenue is impacted, the dept.’s focus is on health and safety and supporting online learning.

Mr. Scherer asked about property tax elasticity. Mr. Herbert responded that property taxes typically remain constant, however if valuations go down, rates will go up. In addition, Prop 2 ½ ties property taxes to expenses. Mr. Herbert also explained that the state can target stimulus funds and program development, and he provided an overview of the Federal Stimulus Program Coronavirus Relief Fund. Concerning town aid, he mentioned that the Economic Development Director has collected information about local resources and those details are available on the town website.

**Economic Development Incentive Program**
Mr. Mitchell explained that related to the Economic Development program, Biosurfaces, Inc is seeking approval for a $30,000.00 equipment reimbursement, to add to their own $250,000 investment, in order to expand their business.

Yolanda Greaves made a motion to approve the $30,000.00 equipment reimbursement for Biosurfaces, Inc. as presented and approved by the Economic Development Incentive program. This motion was seconded by Joe Magnani with a unanimous vote of 5-0-0; Kinsman-aye, Scherer-aye, Greaves-aye, Magnani-aye, Mitchell-aye.

**Consent Agenda**
A. Accept the resignation of James Zebrowski from the Valentine Property Committee.
B. Accept the March 4, 2020 Regular Session Minutes

Yolanda Greaves made a motion to accept the Consent Agenda as presented and thanked James Zebrowski for his participation on the Valentine Property Committee. This motion was seconded by Joe Magnani with a unanimous vote of 5-0-0; Kinsman-aye, Scherer-aye, Greaves-aye, Magnani-aye, Mitchell-aye.

**Town Manager Update**
Regarding the impact COVID-19 is having on the town, Mr. Herbert provided the following update. He reported that the town currently has 15 positive cases identified and will continue to track and monitor
cases and provide daily updates. Additional personal protective equipment (PPE) has been secured for the town’s first responders. Mr. Herbert asked residents to refrain from using closed parks and playgrounds and their respective parking lots. Concerning the MetroWest Medical Center, Mr. Herbert reported that the facility is experiencing a PPE shortage. Finally, school nurses and the Medical Reserve Corp. have been enlisted to assist with the virus monitoring and tracking.

Mr. Herbert encouraged residents to complete their 2020 Census form by April 1st. And, lastly Mr. Herbert congratulated the Planning Dept. for receiving the District Local Technical Assistance Award to use for updating the Housing Production Plan, and he thanked staff for their time and efforts.

Jenn Ball reported on activities at the Community Center, such as the Human Services supported Food Pantry. Senior Center Staff have instituted and outreach program, in lieu of suspended Community Center activities, in order to connect with senior residents during the shelter-in-place. The Restaurant Resident Relief program continues, and delivering approximately 60 meals, three days per week.

**Public Participation**
Roland Houle, from the Emergency Fund, reported on several financial assistance programs that are available for residents in need.

Preston Crow stated that he is in support of postponing the town elections.

Paul Kendall mentioned the recent Mindess Building Feasibility meeting.

**Board Reports**

**Joe Magnani**
Mr. Magnani thanked the management team, staff and first responders who are leading the town’s COVID-19 efforts. He asked the community to dispose of PPE materials responsibly, and to remember to check on elderly residents.

**Yolanda Greaves**
Ms. Greaves reported on the following. The Mindess Building Feasibility meeting in preparation for the Tri-board meeting on April 14th. The MetroWest Regional Collaborative meeting was held on Monday and she learned Ashland is at the forefront on disseminating COVID-19 information to the community. Several towns are choosing to keep their rail and walking trails open for recreational use but enforcing social distancing.

**Rob Scherer**
Mr. Scherer reiterated the importance of completing the Census Form. The MMA will conduct a virtual meeting on Friday. He shared his thoughts about how remote work may change the workforce and how businesses operate after the crisis is over, and the resultant impact on mass transit going forward.

**Brandi Kinsman**
Ms. Kinsman reminded residents to maintain social distancing and stay safe.

**Steve Mitchell**
Mr. Mitchell thanked the management team, staff and first responders and specifically Jen Ball for their efforts and support they provide the town. He also wished Bill Gaffe and Keith Robie a happy birthday and mentioned that information about a virtual Farmers Market will be shared soon.

**Adjournment**
Yolanda Greaves made a motion to adjourn. This motion was seconded by Joe Magnani with a unanimous vote of 5-0-0; Kinsman-aye, Scherer-aye, Greaves-aye, Magnani-aye, Mitchell-aye.
SELECT BOARD  
April 15, 2020 – 5:30 PM  
Zoom Video Conferencing

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 Select Board 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 Select Board 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
Chair Steve Mitchell called the meeting to order at 5:30 pm. Mr. Mitchell stated that pursuant to Governor Baker’s March 12th order suspending certain provisions of the Open Meeting Law the meeting is being recorded by WACA TV and broadcast live on WACA TV and Facebook using the Zoom Video Conferencing platform. All board and committee members are participating remotely. He read the video conferencing meeting objective and asked for a Select Board attendance rollcall; Brandi Kinsman-aye, Rob Scherer-aye, Yolanda Greaves-aye, Joe Magnani-aye, Steve Mitchell-aye. In addition, Town Manager Michael Herbert, and Assistant Town Manager Jennifer Ball were in attendance.

Old/New Business
Covid-19 Update
Concerning the impact COVID-19 is having on Ashland, Michael Herbert provided the following update. He reported that as of noon today 66 positive cases have been reported, none are first responders, and 25 individuals have recovered. Going forward Mr. Herbert’s intends to provide an update on the number of cases, daily at 4:00 pm. He mentioned that Sgt. Ed Berman from the Ashland Police Dept. will lead the town’s COVID-19 response effort with the Ashland Health Dept. Sgt. Berman efforts have been focused on intake, monitoring the case load, tracing including demographic, and tracking to identify close contacts. Mr. Herbert mentioned that the town is in good shape concerning the supply of personal protective equipment.

Jenn Ball provided an update on construction guidelines and requirements for construction workers in town, developed two weeks ago in conjunction with the Planning Dept. and state guidelines. The guidelines state that a construction site, including public work sites, with three or more people on crew must submit daily certifications that they are following the guidelines, including monitoring symptoms and providing handwashing stations. Weekly, Michael Crisafulli, Building Commissioner, is verifying the sites’ compliance. Ms. Ball clarified that these guidelines are communicated during the permit application process. Landscaping workers do not fall under the guidelines, and there was discussion concerning methods to disseminate the guidelines to non-construction groups.

Mr. Herbert also provided an overview of information from the Attorney General’s regarding restrictions and enforcement actions within municipalities’ purview. He reviewed new COVID-19 related legislation, such as relief from evictions and foreclosures for renter and homeowners, the CARES Act provisions, and public funding through the Community Development Block Grant process and how it might flow through and
impact “entitlement communities” and other municipalities. Work the town is doing to address elements of Human Services were discussed, such as mental health, food security, housing and economics. Mr. Herbert highlighted the 3R restaurant food program’s success and the $8,000 infusion from the Emergency Fund going to support the program’s efforts. He asked the board to consider a $2,000 donation to the program from the Select Gift Account. There was a brief discussion concerning the board’s donation, and the cost to run the program for a week, which is $2,000.

Yolanda Greaves made a motion for the Select Board to take $4,000 from their Gift Account to give to the 3R program to support the residents of Ashland. This motion was seconded by Joe Magnani; Kinsman-aye, Scherer-aye, Greaves-aye, Magnani-aye, Mitchell-aye, with a unanimous vote of 5-0-0.

Diane Mortensen provided an update concerning the prior night’s Board of Health meeting and mentioned that the board will go back to meeting every other week.

Joe Magnani extended his condolences to the Fontenez family and the Boston Police Dept. for their loss, as Police Officer Jose Fontanez died from complications due to COVID-19.

**Set new date for Town Meeting — June 16th**

Mr. Herbert explained that due to Chapter 53 of the Acts of 2020 the Town Meeting will be rescheduled until June 16, 2020, and if necessary, the date will be revisited. Concerning the start of the FY21 budget, Mr. Herbert clarified that the town would utilize no more than 1/12th of the previous year’s budget and appropriations for July and for August, if further extension is necessary.

Yolanda Greaves made a motion pursuant to General Law 39 Sub-chapter 39 Chapter 9 and Chapter 53 of the Acts of 2020 due to the Governor’s declaration of emergency to respond to COVID-19 the board votes to postpone the annual Town Meeting from May 6, 2020 at 7:00 pm to June 16, 2020 at 7:00 pm. This motion was seconded by Joe Magnani; Kinsman-aye, Scherer-aye, Greaves-aye, Magnani-aye, Mitchell-aye, with a unanimous vote of 5-0-0.

**Set new date for Town Election — June 23rd**

Mr. Herbert explained that new legislation allows municipalities to change their municipal election date. The proposed dates for Ashland are Tuesday June 23rd or Wednesday June 24th. The latter date would allow the town to utilize staff to fill poll worker positions without incurring overtime costs. The proposed polling hours would be 10:00 am to 8:00 pm. The polling location would be either the High School or the Community Center and or voting by mail. There was discussion concerning the appropriate size of the polling local to accommodate social distancing, maintain as much normalcy as possible, the process to move the date out further, if necessary, and utilizing staff. Mr. Mitchell recommended requesting a report from the Town Clerk’s Office outlining the town election framework and campaign guidelines.

Yolanda Greaves made a motion pursuant to Chapter 45 of the Acts of 2020 an act granting authority to postpone 2020 municipal elections in the Commonwealth of Massachusetts and increase voting options in response to the declaration of emergency to respond to COVID-19 the board votes to postpone the town election currently scheduled for Tuesday May 19, 2020 to be held on June 24, 2020. This motion was seconded by Joe Magnani; Greaves-aye, Scherer-aye, Magnani-aye, Kinsman-aye, Mitchell-aye, with a unanimous vote of 5-0-0.

**Establish new payment due date for FY20 4th Quarter Property Taxes — June 1st**

Mr. Herbert explained that under Chapter 53 of the Acts of 2020 the town proposed extend the due date for property taxes and abatement applications from May 1st to June 1st.

Yolanda Greaves made a motion pursuant to accept Sections 10 and 11 of Chapter 53 of the Acts of 2020 and extend our fiscal year 2020 property taxes due date from May 1, 2020 to June 1, 2020. This motion was seconded by Joe Magnani; Greaves-aye, Kinsman-aye, Scherer-aye, Magnani-aye, Mitchell-aye, with a unanimous vote of 5-0-0.
Recap of Tri-Board Meeting on Mindess Project & Public Safety Project
Ms. Greaves, Vice Chair of the Mindess School Building Feasibility Committee, provided a recap of the Mindess Project points discussed at the Tri-board meeting, including the proposed 2D design. She explained that the committee would create the final design and budget number for that building.

Mr. Magnani provided an update on the Public Safety Building project. He explained that tomorrow at 4:00 pm the Public Safety Committee will meet with HKT to review an HVAC design for the building.

Rob Scherer pointed out the importance of a Net-Zero design consideration for both buildings.

United Group of Companies (UGC) Project – Lot 2 of Rail Transit District
Mr. Herbert provided an update on the UGC project. He mentioned that in reviewing the updated development agreement that utilized the important criteria recommended by the Select Board, some discrepancies were identified. Mr. Herbert indicated the recommended undisturbed buffer, of a minimum of 150 ft. to 200 ft., on Apple Ridge was a sticking point, as UGC proposed 110ft. to 120 ft. A report will be provided by the end of the week with a rendering of how the proposed buffer will appear.

Waiver of demo delay – Warren Barn
Jenn Ball explained that David Foster has been working on the Warren Barn Project for some time. The barn was built prior to 1940 so she is requesting that the board serving as the Historical Commission waive the demo delay. She would like to have the demo company take the barn down on Monday. She explained that the contractor has applied for the demo permit and that was the trigger for the waiver request.

Yolanda Greaves made a motion to approve the waiving of the demo delay for the Warren Barn so that it can come down as of Monday April 20th. This motion was seconded by Brandi Kinsman with a roll call vote Greaves-aye, Scherer-aye, Magnani-aye, Mitchell-aye and Kinsman-aye, with a unanimous vote of 5-0-0.

Yolanda Greaves made a motion to approve work of construction/demolition on Monday April 20th. This motion was seconded by Rob Scherer with a roll call vote Greaves-aye, Scherer-aye, Kinsman-aye, Magnani-aye, Mitchell-aye, with a unanimous vote of 5-0-0.

Notification of the Town Manager’s Appointment of Cynthia Valocvin as a Full-time
Mr. Herbert reported that Cynthia Valocvin has been appointed to the full-time dispatcher position on the Ashland Fire Dept., and her proposed start date is April 27, 2020.

Dispatcher for the Fire Department
Joe Magnani made a motion to approve the hiring of Cynthia Valocvin to the Fire Dept. full-time dispatcher position and waive the 15-day waiting period. This motion was seconded by Yolanda Greaves with a roll call vote Greaves-aye, Scherer-aye, Kinsman-aye, Magnani-aye, Mitchell-aye, with a unanimous vote of 5-0-0.

Declare 15 Manhole Structures as surplus so that DPW can dispose of them
Yolanda Greaves made a motion to approve the declaring of surplus of 15 manhole structures from the DPW. This motion was seconded by Rob Scherer with a roll call vote Greaves-aye, Scherer-aye, Kinsman-aye, Magnani-aye, Mitchell-aye, with a unanimous vote of 5-0-0.

Accept the March 18, 2020 Regular Session Minutes
Yolanda Greaves made a motion to accept the regular session minutes of March 18, 2020 as drafted. This motion was seconded by Joe Magnani with a roll call vote Greaves-aye, Scherer-aye, Kinsman-aye, Magnani-aye, Mitchell-aye, with a unanimous vote of 5-0-0.

Town Manager Report – Fiscal Year 2020 and 2021 Budget Update
Mr. Herbert explained that the last quarter of the FY20 budget will close out without significant impact to cashflow. A spending freeze has been imposed for non-essential items and authorized capital projects will be
reviewed to determine further spending. Concerning the FY21 budget, state aid funding factored in prior to COVID-19 are expected to change significantly, as Massachusetts state revenues could decline by 20%. The state budget numbers are anticipated close to July 1st. There was a brief discussion concerning the town’s use of the Stabilization Fund and the fund policies.

The board thanked Mr. Herbert, Ms. Ball and Ms. Iacaponi for their time and effort.

*Citizen’s Participation*
Preston Crow mentioned that he and Mr. Mitchell discussed the election rescheduling and he is on board with the proposed change. Mr. Herbert confirmed that the candidate submission period is closed.

Mark Dassoni thanked the town for the assistance offered.

*Board Reports*

**Joe Magnani**
Mr. Magnani mentioned that he contacted Mr. Kunis concerning the Eagle Scout program that has been rescheduled until August.

Mr. Magnani thanked all first responders dealing with the virus situation. He also thanked Bill Gath who resigned from the Ashland Day Committee.

**Yolanda Greaves**
Ms. Greaves reported that information is still being disseminated by way of the Around the Clock program.

**Rob Scherer**
Mr. Scherer mentioned the Liz Stanton report on the Eversource project and reminded all to respond the Mr. Herbert and Mr. Mitchell’s email regarding questions or issues concerning the report.

**Brandi Kinsman**
Ms. Kinsman mentioned the economic impact of COVID-19 and resources available for businesses listed on the coronavirus page. She also pointed out the Rep. Jack Lewis is helping to connect residents waiting for unemployment benefits with the Dept. of Unemployment Assistance. Also, the Front Porch project is working to raise funds by offering family photographs and donating the funds to the Ashland Emergency Fund.

**Steve Mitchell**
Mr. Mitchell mentioned an initiative to celebrate George Sealy’s 101st birthday by dropping of a birthday card for George at the Community Center. Kim Kotob is managing the project at kkotob@ashlandmass.com.

Mr. Mitchell thanked WACA TV staff and Paul Carpenter, IT Director, and the IT Dept. for their expertise and efforts managing the remote meetings.

Concerning the Farmer’s Market, planning is underway to determine how the market will be handled. And, on April 15th One Boston Day will be commemorated in place of the Boston Marathon.

*Adjournment*
Yolanda Greaves made a motion to adjourn. This motion was seconded by Joe Magnani with a unanimous vote of 5-0-0; Kinsman-aye, Scherer-aye, Greaves-aye, Magnani-aye, Mitchell-aye, with a unanimous vote of 5-0-0.
Ashland Tri-Board Meeting
April 14, 2020

Location: Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. C. 30A sec. 20, the meeting was held via an online Zoom Conference as posted on Agenda. Zoom Link: https://zoom.us/j/344040239

Mr. Steve Mitchell opened the meeting at 6:00 P.M. by reading the following:

Pursuant to Governor Baker’s March 12, 2020 order suspending certain provisions of the open meeting law, we are utilizing the Zoom conferencing platform to conduct our meeting and all board committee members are participating remotely. The goal is to maintain the spirit of the open meeting law, providing access and transparency to all proceedings. When appropriate, efforts will be made to allow for public participation through the Zoom platform. Your patience with any technical difficulties is appreciated as we conduct meetings in this new way.

AGENDA REVIEW AND ADOPTION
He announced that the meeting is being broadcast live, live streaming on Facebook, and recorded by WACA-TV. Mr. Mitchell reviewed the agenda, adjusted the order, and received consensus from the Boards and Committees.

Mr. Mitchell took attendance.  Mrs. Tosti took attendance.  Mr. Warnetski took attendance (at 6:30 p.m.)

Select Board Roll Call Attendance:  
Mr. Robert Scherer- Here
Mr. Joseph Magnani- Here
Ms. Brandy Kinsman- Here
Mrs. Yolanda Greaves- Here
Mr. Steve Mitchell- Here

School Committee Roll Call Attendance:  
Mr. Kendall- Here
Mr. Terry- Here
Mrs. Bates- Here
Mrs. Tosti- Here
Mrs. Williams- joined at 6:45

FinCom Roll Call Attendance:  
Mr. Scott Warnetski- Here
Mr. Ryan Turncliff- Here
Ms. Jennifer Cooney- Here
Mr. John Walsh- Here

MINDESS SCHOOL BUILDING PROJECT RECOMMENDATION
Mr. Kendall, School Committee member, gave an update on the Mindess School Building project. He was joined by the Project Team who shared the presentation on screen.

Mr. Kent Kovacs, Flansburgh Architect design team member, explained how this is a 3-stage process with the Mass School Building Authority, in which they are currently in the middle stage known as the Preferred Schematic Report. This is the stage where the town comes to a decision as to what is the recommended option they want to move forward with. A report is submitted to the MSBA on May 6th, with an MSBA Board vote to approve the Preferred Option on June 24th. This will lead to a fall funding vote at the fall town meeting.

Mr. Kent Kovacs, Flansburgh Architect design team member, discussed the three main project variables: Grade configuration, site evaluation, and sustainability. Grade configuration will be the 3-5, 635-student enrollment. Of the two sites that were evaluated to accommodate the school project, the Mindess School is the site they would like to move ahead with, specifically Option 2D.2. The site benefits given were larger site providing more outdoor space options, more flexibility with traffic circulation, abatement and demolition of current building eligible for MSBA reimbursement, and straightforward future expansion options. Dr. Caira spoke to Option 2D.2’s 3 academic house model and how it will allow for horizontal collaboration within the grade levels, as well as vertical multi-grade units. This option will truly allow for the best of what is being done now.

Mr. Chris Schaffer, CEO of The Green Engineer, gave an overview of the sustainability design and the path to Net-Zero. The MSBA has green school requirements that need to be met, which they will exceed.
By having a robust building envelope, they will be minimizing heating and cooling of the building by increased wall and roof insulation above code requirements, adding sunshades outside the building, and using triple glazed windows. He shared a chart with three options, with Option 2B the most viable green systems. Option 2B is ground source heat pumps with supplemental cooling tower and natural gas boiler. This option uses minimal fossil fuels.

Mr. D’Amico, reviewed the cost estimates. Construction cost estimate of $67.3 Million, Soft costs of $16.8 Million for a total Project cost of $84.1 Million. He reviewed the project schedule, projecting breaking ground December 2021, with school opening in Fall 2023. He ended the presentation with the next steps schedule.

Motion for the Select Board to support selection Option 2D.2 for the Mindess site as the preferred design option for submission to the MSBA made by Mrs. Greaves, seconded by Mr. Magnani.
Roll Call Vote:
Mr. Mitchell- Aye
Mrs. Greaves- Aye
Mr. Magnani- Aye
Mr. Scherer- Aye
Mrs. Kinsman- Aye

Motion that the School Committee selects Option 2D.2 on the Mindess site for the design option for the submission to the MSBA made by Mr. Kendall, seconded by Mrs. Williams.
Roll Call Vote:
Mrs. Williams- Aye
Mr. Kendall- Aye
Mr. Terry- Aye
Mrs. Bates- Aye
Mrs. Tosti- Aye

Motion to approve Option 2D.2 as a preferred design option recommendation to the MSBA made by Mr. Turncliff, seconded by Mrs. Cooney.
Roll Call Vote:
Mrs. Cooney- Aye
Mr. Turncliff- Aye
Mr. Walsh- Aye
Mr. Warnetski- Aye

PUBLIC SAFETY BUILDING PROJECT UPDATE
Mr. Magnani, Public Safety Building Committee Chair, gave an update on the Public Safety Building project. The scheduled meeting for today has been postponed until Thursday, April 16th at 4 p.m. It will be regarding the HV/AC building plan design for the new building. The meeting will be held on Zoom and can be accessed with the meeting number 526 885 695 for any community member who would like to attend.
The architects are working diligently to meet the scheduled deadlines.

COVID-19 UPDATE
Mr. Michael Herbert, Ashland Town Manager, gave an update on COVID-19 as it relates to Ashland. He informed everyone the number of COVID-19 confirmed cases is 65, with 11 recovered. They will continually update the community with new information.
Last week, he made a personnel shift, asking Sargent Ed Burman of the Ashland Police Department (APD) to come and be the task lead for the COVID-19 response as part of the Health Department. He thanked the APD for loaning him out to them. With this move, Mr. Herbert hopes to gain coordination with the additional support, using Sargent Burman’s administration and medical background to help pull it all together.
They are addressing and serving the residents food insecurities through the Food Pantry, the 3R program, and Meals on Wheels, broadening their approach so families will have food to eat every day. They are starting to look at the social/emotional portion the COVID-19 closures is having, as it is difficult on everyone.

Economically, the legislature held an economic round table, all agreeing that it will be bad, with worst-case scenario of state revenue decline of up to 20% in FY’21. Comparing this to the 2008-2009 recession, it could be a 50% increase over that. He is unable to say what that means for the FY’21 Budget right now. They will be looking to move the Town Meeting to June, hoping there will be more information on what the revised state aid numbers will be. It is too early to tell right now. He did point out that the towns stabilization fund is very different than it was back in 2008, 600K then compared to 7M now. A best-case recession scenario is a V shape, a sharp decline but quick recovery.

He feels it is important for the town and school system to move forward with these building projects because there may be the possibility of stimulus funding in the future that will help us do some of these projects. Most of the time the projects need to be “shovel ready” which is why they should continue.

Mr. Adams gave an update on the conversations with the Commissioner of Education. MCAS has officially been cancelled. More information is expected from the Governor in the next few days regarding the extended school closure. There will be more remote learning guidance from the Department of Education once school closure decisions are made. Mr. Adams does not anticipate the schools opening up again this school year.

**Motion to adjourn the Select Board made by Mrs. Greaves at 7:32 p.m. Seconded by Mr. Scherer.**

Roll Call Vote:
- Mr. Mitchell- Aye
- Mrs. Greaves- Aye
- Mrs. Kinsman- Aye
- Mr. Magnani- Aye
- Mr. Scherer- Aye

**Motion to adjourn the School Committee made by Mr. Terry at 7:33 p.m. Seconded by Mrs. Williams.**

Roll Call Vote:
- Mrs. Williams- Aye
- Mr. Kendall- Aye
- Mr. Terry- Aye
- Mrs. Bates- Aye
- Mrs. Tosti- Aye

**Motion to adjourn the Finance Committee made by Mr. Warnetski at 7:33 p.m. Seconded by Mrs. Cooney.**

Roll Call Vote:
- Mr. Walsh- Aye
- Mrs. Cooney- Aye
- Mr. Warnetski- Aye
- Mr. Turncliff- Aye1

Respectfully submitted,
Kathleen Bates

*The next Tri-Board meeting is scheduled for*

Documents used at the meeting:
- Mindess School Building Project, Feasibility Phase: Preferred Schematic Report