

**Board of Selectmen**  
*Extension 109*  
**Town Administrator**  
*Extension 109*  
**Town Accountant**  
*Extension 120*  
**Town Clerk**  
*Extension 114*  
**Tax Collector**  
*Extension 113*  
**Treasurer**  
*Extension 112 or 110*  
**Board of Assessors**  
*Extension 111*  
**Land Use Office**  
*Extension 117*  
**Planning Board**  
*Extension 121*  
**Conservation Commission**  
*Extension 115*



Animal Control  
Board of Health  
Building Commission  
Conservation Commission  
Council on Aging  
Cultural Council  
Electrical Inspector  
Gas & Plumbing Inspector  
Historical Commission  
Municipal Planning  
Parks & Recreation  
Planning Board  
Zoning Board of Appeals

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## **TOWN OF ASHBURNHAM**

*Town Hall, 32 Main Street  
Ashburnham, Massachusetts 01430*

*OFFICE OF THE TOWN ADMINISTRATOR*

# **TOWN ADMINISTRATOR'S REPORT**

## **November 5, 2012**

Town Administrator's reports are available on line at <http://www.ashburnham-ma.gov>

### **TOWN COMMITTEES**

Currently there are (2) openings on the Conservation Commission, (2) on the Council on Aging Board, (1) on the Capital Planning Committee, (1) Advisory Board, (1) Parks and Recreation, and (1) on the Board of Assessors. These are listed on the Town's website under Volunteer Opportunities. Also, we are looking for interested parties to serve on the Cable Advisory Board.

### **WATER**

The Gardner Hill Tank - Done

Paving of Hastings Road - Done

Water system flow model Complete

We are running the following simulations to predict available pressures and flows:

- |   |  |
|---|--|
| 1 – Pumps off (with High Street tank in service)    | 2 – Pumps on (with High Street tank in service)    |
| 3 – Pumps off (with Cushing Street tank in service) | 4 – Pumps on (with Cushing Street tank in service) |

Each simulation will predict pressures and flows at the following locations:

- |  |   |
|--|---|
| 1 - Holden Street                        | 9 – Fitchburg Road (end of line)          |
| 2 – Corey Hill Road (at Williams Road)   | 10 – Hastings Road (at High Street)       |
| 3 – Corey Hill Road (at Hillandale Road) | 11 – Gardner Road (at tank)               |
| 4 – Main Street (at Town Hall)           | 12 – Williams Road (at South Main Street) |
| 5 – Pleasant Street                      | 13 – Sherbert Road (at Far Hills)         |
| 6 – Liberty Lane                         | 14 – Lake Road (near Packard Hill Road)   |
| 7 – Central Street                       | 15 – Lake Shore Road (end of line)        |
| 8 – Proctor Street                       |   |

Many of these locations coincide with locations of the recent water main breaks, plus we added a few other locations

We will also run the model with variable speed motors; however all we can do is modify the speed of the motor as a percentage of the maximum speed. As the motor speeds changes, there will only likely be small changes in pressure, but we can verify this through the model. In order for the model to predict surges or spikes to the system the moment the

pumps kick on, we will need to run a transient pressure analysis The Commission will vote at their next meeting to do so. If approved, the transient analysis, the simulation we would run for both the existing pumps and variable speed motors.

High Street tank has been demolished - vandals drove over the common leaving tire ruts. The Historical Commission has been asked for suggested placement of memorial signage.

Commissioners deciding from a list of projects for the expenditure of the final grant monies:

1. Install variable speed drive on pumps at treatment plant
2. Install pressure transmitter on discharge line to treatment plant
3. Change tank level communications to a digital transmission
4. Install security measures (cameras, lights, etc.)
5. Add mixing system to Gardner Hill tank
6. Install portion of a water main on Cushing Street.

## **HURRICANE SANDY**

On Monday October 29, 2012 Hurricane Sandy hit Ashburnham in the afternoon. Governor Duval Patrick issued a state of emergency and town hall was closed at 1PM. With all the preliminary forecasted information all departments were well prepared. Damage was at a minimum with no loss of power and a few downed trees. One DPW truck sustained damage from a tree limb falling during clean up operations. Although we were spared the worst during this epic storm, our crews from the DPW, Light Department, Fire and Police were all prepared. Our thanks to all for the great job they did during this storm.

## **ACCOUNTANT**

We have received 4 applicants for the position.

## **AWRSD NEGOTIATIONS**

It appears that anyone appointed by the Board can serve as the Town representative. Katie Nunez served on this committee as well as John Fairbanks in prior years. November 7<sup>th</sup> is the first meeting of sub committee. I would like to set up time to get input from Board, if chosen to represent towns.

## **DPW**

Attended the Metropolitan Planning Organization (MPO) meeting at MRPC relating to the TIP schedule for infrastructure improvements. I will be discussing the possibility of getting Williams Road paved under a Safe Grant as well as getting RT 101 south back on the TIP schedule. We will be working with GCG our engineering firm to complete their phase of the project.

The plans for the Williams Road property have been delivered to Town Counsel and she will begin the eminent domain process for taking of the property.

## **PLANNING BOARD**

Christina Sargent (Historical Commission) and I attended the Planning Board's meeting to discuss the Village Center District and modifications to include roof slopes, exterior siding, and windows design. We discussed adding into the bylaws, a clearer definition to the design criteria which would eliminate ambiguity within the guidelines. Our focus at the meeting was to work within the "Center Village District" site plan review principles. The Historical Commission will submit to me their criteria in areas

of roof pitch, windows, and siding, which will then after a public hearing be incorporated into the bylaw.

### **VMS FLAG**

John Fields is putting together a proposed arrangement for the flag to include initial and replacement purchases, solar systems, and who will be assigned the task of ensuring flag is flown in an appropriate manner.

### **ANIMAL CONTROL**

Animal control will only be with Westminster and Ashburnham and I am awaiting comments on the RFP from Westminster.

### **CABLE ADVISORY COMMITTEE**

Although it is a few years away we need to start preparing to put together a Cable Advisory Committee. This will prove to be extremely important with all the technology advancements and consumer needs to ensure we get the best out of our cable supplier.

### **CODE RED**

Chief Barrett and I met with representatives from Code Red which is a privatized version of reverse 911. Total yearly cost is \$4,400 for unlimited use.

### **HEALTH INSURANCE**

The Ashburnham-Westminster Health Group went out to bid for health care services. Blue Cross Blue Shield, Tufts, Harvard Pilgrim, and Fallon Community responded. Fallon was the low bidder with an overall 4.67% reduction or a \$241,999 savings. Two employee informational meetings were held on the 15<sup>th</sup> at 2:30 & 3:30pm and one will be held on Thursday 18<sup>th</sup> at 2:30pm. This will be for the members from Westminster, Ashburnham, and the Regional School District. More information will follow once meetings have been held.

### **FIBER**

Three reels of fiber have been delivered at the DPW site and installation started on Friday, November 2<sup>nd</sup>.

### **HALLOWEEN**

Everything went very well for the many Trick or Treaters on Wednesday, November 31<sup>st</sup>. No incidents were reported.

### **FY14 BUDGET**

Departments have received their budget sheets for FY14 with the initial response due on November 28<sup>th</sup>.