



Office of the
BOARD OF SELECTMEN
272 Main Street
Townsend, Massachusetts 01469

Sue Lisio, *Chairman*

Robert Plamondon, *Vice-Chairman*

Colin McNabb, *Clerk*

Andrew J. Sheehan,
Town Administrator

Office (978) 597-1700
Fax (978) 597-1719

SELECTMEN'S MEETING AGENDA
FEBRUARY 25, 2014, 7:00 P.M.
SELECTMEN'S MEETING CHAMBERS

I PRELIMINARIES

- 1.1 Call the meeting to order and roll call
- 1.2 Announce that the meeting is being tape recorded
- 1.3 Chairman's Additions or Deletions:
- 1.4 Review and approve Meeting Minutes: February 11, 2014. Votes may be taken.

II APPOINTMENTS AND HEARINGS

- 2.1 Sue Funaiole, Town Clerk, to announce the winner of the #1 Dog Tag. Votes may be taken.
- 2.2 Joan Landers, Superintendent, North Middlesex Regional School District, to discuss the FY15 operating budget and the High School Building Project. Votes may be taken.

III MEETING BUSINESS

- 3.1 Review and approve request of Unutil to cross, alter, or construct within a public way for installation of a gas service at 110 Warren Road. Votes may be taken.
- 3.2 Review and approve Chapter 90 reimbursement request in the amount of \$280,563.30 for drainage improvements, reclamation, and paving. Votes may be taken.
- 3.3 Review recommendation of Fire-EMS Chief Don Klein to award a Public Emergency Fire Alarm Reporting System contract. Votes may be taken.
- 3.4 Announce 2014 opening of the Devens Household Hazardous Productions Collection Center. Votes may be taken.
- 3.5 Review and approve curbside solid waste contract extension. Votes may be taken.
- 3.6 Reminder and discussion of Special Town Meeting on March 11, 2014 at 7:00PM. Votes may be taken.
- 3.7 Announce Alzheimer's Association's 18th annual Ride to End Alzheimer's (formerly the Memory Ride) to be held on Saturday, July 12, 2014. Votes may be taken.

IV APPOINTMENTS OF PERSONNEL/OFFICIALS

- 4.1 Review request from Shirley Coit to appoint Francis Levi and William F. Miller to Townsend Emergency Management Agency (TEMA) for terms from February 25, 2014 to June 30, 2016. Votes may be taken.

V WORK SESSION

- 5.1 Board of Selectmen updates and reports. Votes may be taken.
- 5.2 Town Administrator updates and reports. Votes may be taken.
- 5.3 Review and sign payroll and bills payable warrants. Votes may be taken.



Office of the
BOARD OF SELECTMEN
272 Main Street
Townsend, Massachusetts 01469

1.4

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Andrew J. Sheehan,
Town Administrator

Office (978) 597-1700
Fax (978) 597-1719

SELECTMEN'S MEETING MINUTES
FEBRUARY 11, 2014, 7:00 P.M.
SELECTMEN'S MEETING CHAMBERS

I PRELIMINARIES

- 1.1 The Chairman called the meeting to order at 7:00PM and roll call showed Sue Lisio, Chairman (SL); and Colin McNabb, Clerk (CM) present.
- 1.2 SL announced that the meeting is being tape recorded.
- 1.3 Chairman's Additions or Deletions: None.
- 1.4 Review and approve Meeting Minutes: January 14, 2014. CM moved to approve. SL seconded. Unanimous.

II APPOINTMENTS AND HEARINGS

- 2.1 Sue Funaiolo, Town Clerk, to provide reminders on the annual census and dog licenses: The winner of the #1 dog contest will be drawn on February 14th and will be announced at the next Selectmen's meeting. A late fee of \$10 will be assessed beginning the first of March. Voter registration will be held Saturday, March 1st at the Police Station from 9AM to 8PM. A list of positions without candidates was read into the record. The last date to take out papers is March 7th. They need to be returned to the Town Clerk's office by March 10, 2014.
- 2.2 Don Klein, Fire-EMS Chief, for the following:
 - 2.2.1 Review and accept FY2014 Student Awareness of Fire Education (SAFE) and Senior SAFE grant from the Executive Office of Public Safety & Security to the Fire-EMS Department in the amount of \$6,904.00: Chief Klein explained that the Student Awareness aspect has been conducted for many years, but this is the first time a Senior SAFE grant has been awarded to the Department. Lieutenant Cormier will conduct the Senior SAFE program. The funds are used for teachers, props and gift bags. CM moved to accept FY2014 Student Awareness of Fire Education (SAFE) and Senior SAFE grants to the Fire-EMS Department for a total amount of \$6,904.00. SL seconded. Unanimous
 - 2.2.2 Vote to declare surplus miscellaneous Fire-EMS Department equipment: Chief Klein provided a list of scrap metal with no resale value. CM moved to declare miscellaneous Fire-EMS Department equipment as surplus. SL seconded. Unanimous.
 - 2.2.3 Vote to approve write offs of ambulance receipts for calendar year 2011: Chief Klein told the Board that the primary reason receipts have not been collected is inability to pay. CM moved to approve the ambulance receipts for the 2011 calendar year in the amount of \$36,038.37. SL seconded. Unanimous.

III MEETING BUSINESS

- 3.1 Review draft Fraud Policy for inclusion in the updated Personnel Policies Manual: Mr. Sheehan explained that this is one of the items recommended by the auditors. It will become part of the Personnel Policies. CM moved to approve the Fraud Policy and acknowledgement of receipt. SL seconded. Unanimous.
- 3.2 Review and approve curbside solid waste contract extension: Mr. Sheehan reported he met with Chris Genoter and Carla Walter of the Board of Health, Tessa David from Mass Toss, and Glen Shaw of G.W. Shaw & Sons regarding extending the curbside collection contract. They agreed to a one-year extension with unlimited volume of recycling and a reduced number of barrels (from 3 barrels to 2 per household or from 99 gallons of trash to 66 gallons). The haul price will increase from \$416,037 to \$434,000, but the tipping fee will drop from \$77.25/ton to \$73/ton. Mr. Sheehan will propose a level-funded budget for FY15. Weekly recycling would have added \$50-100,000 to the haul price of the contract. The Board of Health would like to provide wheeled totes for every

- household. This would give clarity to the system and everything would be contained, but it would cost approximately \$200,000 as a capital outlay or rolled into the contract. This will be looked at for future contracts. Mr. Sheehan will draft an extension for signature by Shaw's, the Board of Health and the Board of Selectmen.
- 3.3 Review notice of intent to sell land classified under G. L. c. 61B (recreational land) and vote to exercise the right of refusal, assign the right of refusal, or not exercise the right of refusal: Mr. Sheehan noted that under the land classification statutes, Chapters 61, 61A and 61B, property taxes are reduced and the municipality has the right of first refusal when the land comes up for sale. The Town has 120 days to exercise its option. In this instance Mass. DCR has expressed potential interest in the property in question. The Board will need to schedule a hearing. CM moved to schedule a hearing under G. L. c. 61B in reference to land on Barker Hill Road. SL seconded. Unanimous.
- 3.4 Vote to dissolve the Townsend Meeting Hall Committee consistent with the vote of the Meeting Hall Committee: Mr. Sheehan advised the Board that without a steady stream of income, now that Weight Watchers is no longer using the space, the process of managing usage of the Hall is too much for the present library staff. The library and senior center will continue to use the Meeting Hall, but there will be no more private functions. This can be reversed over time if there is cause to or if a consistent source of income is found again. CM moved to dissolve the Townsend Meeting Hall Committee. SL seconded. Unanimous.
- 3.5 Vote to sign the March 11, 2014 Special Town Meeting warrant. Mr. Sheehan pointed out that there are three warrant articles for the high school project on the March 11, 2014 Special Town Meeting Warrant. CM moved to sign. SL seconded. Unanimous.
- 3.6 Review and approve one day special license for Terri Roy, VFW post 6538 for a Birthday Party on March 1, 2014 from 7-11PM. CM moved to approve. SL seconded. Unanimous.
- 3.7 Review and approve one day special license for Terri Roy, VFW post 6538 for a Fundraiser on March 8, 2014 from 6-10PM. CM moved to approve. SL seconded. Unanimous.
- 3.8 Update on the status of the Squannacook River Rail Trail. Mr. Sheehan was at a meeting at the Statehouse along with two members of the Rail Trail Committee, Peter Cunningham of Groton and Bill Rideout of Townsend; members of Representative Harrington's staff, Senator Donoghue's staff, Senator Flanagan's staff, DCR, Mass Transportation, MassDOT, and others about how to move forward with the Rail Trail. As a result the MBTA and Transit Realty will issue a request for proposals (RFP) for an entity to build a rail trail and hold a 99 year lease. There is no timeline for the RFP to be issued.
- 3.9 Update on net metering credit negotiations with Lunenburg: Mr. Sheehan informed the Board that there have been some changes in the projects which will result in the net metering credits no longer being available to Townsend.
- 3.10 Update on addressing items in the FY12 audit and update on FY13 audit. Mr. Sheehan gave the Board the following updates: The cash reconciliation process is largely caught up for FY14; the Water Superintendent has made some suggestions with regard to controls over the water collections and abatements, but to date the Water Commission has not embraced his recommendations; the risk assessment policy was addressed by the Board's earlier approval of a fraud policy; tax title accounts are being addressed by the Treasurer and may be auctioned off to assign the right to a private party to collect the taxes or take ownership; and the Assessors are maintaining a log of abatements.
- 3.11 Discussion of draft Town Administrator goals for 2014: Tabled until the next meeting.
- 3.12 Review request from Northeastern Land Services, land agent to Tennessee Gas Pipeline Co., for Survey Permission to enter Town-owned land to conduct surveying associated with the proposed Northeast Expansion Pipeline: Mr. Sheehan gave an overview of the project and the process. At this point the company is in the process of surveying. They have requested permission to enter town-owned land and have approached the Conservation Commission to enter and survey town and conservation land. CM asked if there is any direct benefit to the town. Mr. Sheehan equated any benefit to the indirect benefits of having a highway. There are legal considerations. If the project is approved at the federal and state levels, they may have the right of eminent domain due to the need for infrastructure. SL would like to direct the Town Administrator to send a letter asking them to present the Board with a detailed map. She is concerned about the wetlands, conservation land, and the Squannacook River as well as the timeline in conjunction with the proposed high school project. She would like more information from the company and more information from other communities who have dealt with them. Members of the audience voiced their concerns as well.
- 3.13 Review and approve policy for administration of worthy funds: CM moved to approve. SL seconded. Unanimous.
- IV APPOINTMENTS OF PERSONNEL/OFFICIALS**
None

V WORK SESSION

- 5.1 Board of Selectmen updates and reports. CM expressed the Board's condolences to the families of Wallace King and of Mr. Hirsch of Hirsch Lumber. They will be sorely missed.
- 5.2 Town Administrator updates and reports. None.
- 5.3 Review and sign payroll and bills payable warrants: CM moved to review and sign payroll and bills payable warrants out of session. SL seconded. Unanimous.

CM moved to adjourn at 8:22PM. SL seconded. Unanimous.

Reg
117457

CR# 97619
Permit # 09-14CA

Town of Townsend
Highway Department
PO Box 621
177 Main St
Townsend, MA 01469
(978) 597-1712

3.1

Application for Permit
To Cross, Alter and/or Construct Within a Town Way
Townsend General Bylaws Article II, Section 13

Date: 11/15/13

Town of Townsend
Highway Superintendent
PO Box 621
Townsend, MA 01469

To Whom it May Concern:

The Undersigned, **Unitil Fitchburg Gas & Electric** hereby applies for permission to: Open Road
at 110 Warren Street to install GAS service

A \$100.00 permitting fee is now required with all applications.

Start Date: _____

Further, we agree that if the town has been disturbed, i.e., roadway, sidewalk, it will be returned to its original condition. When backfilling operations are required, it shall be constructed of successive layers not more than 1 foot in depth, uniformly distributed and each layer thoroughly compacted. The undersigned will notify the Highway Department when backfilling operations proceed. The Highway Superintendent or his/her Designee will be present during this operation.

Mark Dimew
(Company Representative)
285 John Fitch Hwy
(Street Address)
Fitchburg, MA 01420
(City, State, Zip)
978-353-3360
(Telephone)

Approved/Disapproved: Highway Superintendent: [Signature] Date: 2-11-14
Approved/Disapproved: Board of Selectmen: _____ Date: _____



3.2

CHAPTER 90 - FINAL REPORT

CONTRACT# Chap 122 2007S 51002

City/Town Townsend Project Dudley Rd.

Location(s) Beginning at Rte13 and ending at Barker Hill Rd.

Length 7,128 Feet Width 25 Feet

Work was Started 10/11/13 and Completed 10/30/2013

Work was Suspended / / and Resumed / /

Done by: Force Account Advertised Contract Other

*** REMARKS:**

EXPENDITURES:

State Funds @ 100%	\$280,563.30
Municipal Funds	\$
Other Funds	\$
TOTAL PROJECT EXPENDITURES	\$280,563.30

SCOPE OF WORK:

Drainage improvements, reclamation and paving.

CERTIFICATION

The undersigned hereby certify that documentation to substantiate the above expenditures is available for examination in accordance with Executive Order No. 195 (April 27, 1981). We further certify that all equipment rental costs are within the approved limits established by the MassDOT Highway Division, that the Municipality has complied with all applicable statutes and regulations, that the requests for reimbursements for allowable project expenses actually incurred are in conformance with the "Chapter 90" Project Request, and that the Municipality will be responsible for the future maintenance of this project including the cost thereof.

Copies of the notification published in the Central Register and notice in a newspaper of local circulation required by Chapter 149, Section 44J, and the prevailing wages as determined by the Department of Labor and Industries obtained in compliance with Chapter 149, Section 27F, of the General Laws, as applicable, must be attached.

PREPARED & REVIEWED BY

Edward Kukkula

Edward A. Kukkula

Superintendent 02/13/14

Highway Officer's Title Date

Accounting Officer's Title Date

Signed:

B.O.S.

←

Duly Authorized Municipal Officials Date

• Include additional Contract Nos. if other Chapter 90 Funds were also used. List street names, total amounts charged to each location, extra work orders, etc. Use back if necessary, or attach supporting papers.



CHAPTER 90 – REIMBURSEMENT REQUEST

CONTRACT # Chap 122 2007S

51002

City/Town: Townsend Project: Dudley Rd

Project request was approved on 10/01/13 for \$ 314,055.00

at 100% Reimbursement Rate = \$ 314,055.00

1) Attached are forms which document payment of approved expenditures totaling \$280,563.30 for which we are requesting \$280,563.30 at the approved reimbursement rate of 100%.

2) The amount expended to date on this project is \$280,563.30

3) Is this request for a FINAL payment on this project? Yes No

4) Remarks:

CERTIFICATION

A. I hereby certify under the pains and penalties of perjury that the charges for labor, materials, equipment, and services itemized and summarized on the attached forms are true and correct, and were incurred on this project in conformance with the MassDOT Highway Division Policies and established Municipal Standards that were approved for this project.

Edward A. Berk Highway Superintendent 02/13/14
Signed: Municipal Highway Official Municipal Highway Official's Title Date

B. I/we certify under the pains and penalties of perjury that the items as listed or summarized on the attached forms were examined; that they are in conformity with our existing wage schedule, equipment rates, and all applicable statutes and regulations; that they are properly chargeable to the appropriation(s) designated for this work; and that Executive Order No. 195, dated April 27, 1981 is acknowledge as applicable.

REVIEWED AND APPROVED FOR TRANSMITTAL

by _____

Accounting Officer's Title

Signed: _____

Duly Authorized Municipal Officials

DATE _____

DATE _____

B
H
E
R
E

3.4

Devens HHW

Devens Regional Household Hazardous Products Collection Center

Open to residents and pre-qualified businesses of member towns only:

Ashby-Ayer-Bolton-Devens-Groton-Harvard-Lancaster-Littleton-Lunenburg-Shirley-Townsend

[DevensHHW](#)

[Directions / Contact Us](#)

[Materials](#)

[Flyer](#)

[Handy Tips / Meetings](#)

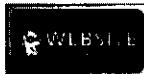
Open the first **Wednesday** and the following **Saturday** 9AM - Noon, March to December, except for holidays & weather permitting. *Open to residents and pre-qualified small businesses only. Proof of residency is required.*

2014	2014
March 5 & 8	August 6 & 9
April 2 & 5	September 3 & 6
May 7 & 10	October 1 & 4
June 4 & 7	November 5 & 8
July 2 & 5	December 3 & 6

Residents	Businesses
\$20 for up to 5 gal. liquid / 5 lbs. powder container of material \$40 for up to 10 gal. liquid /10 lbs. powder container of material	Business must pre-register & be no larger than a very small quantity generator. Cannot service small or larger generator (SQG, LQG firms). Fees depend on products and volume

Cash is the preferred form of payment.

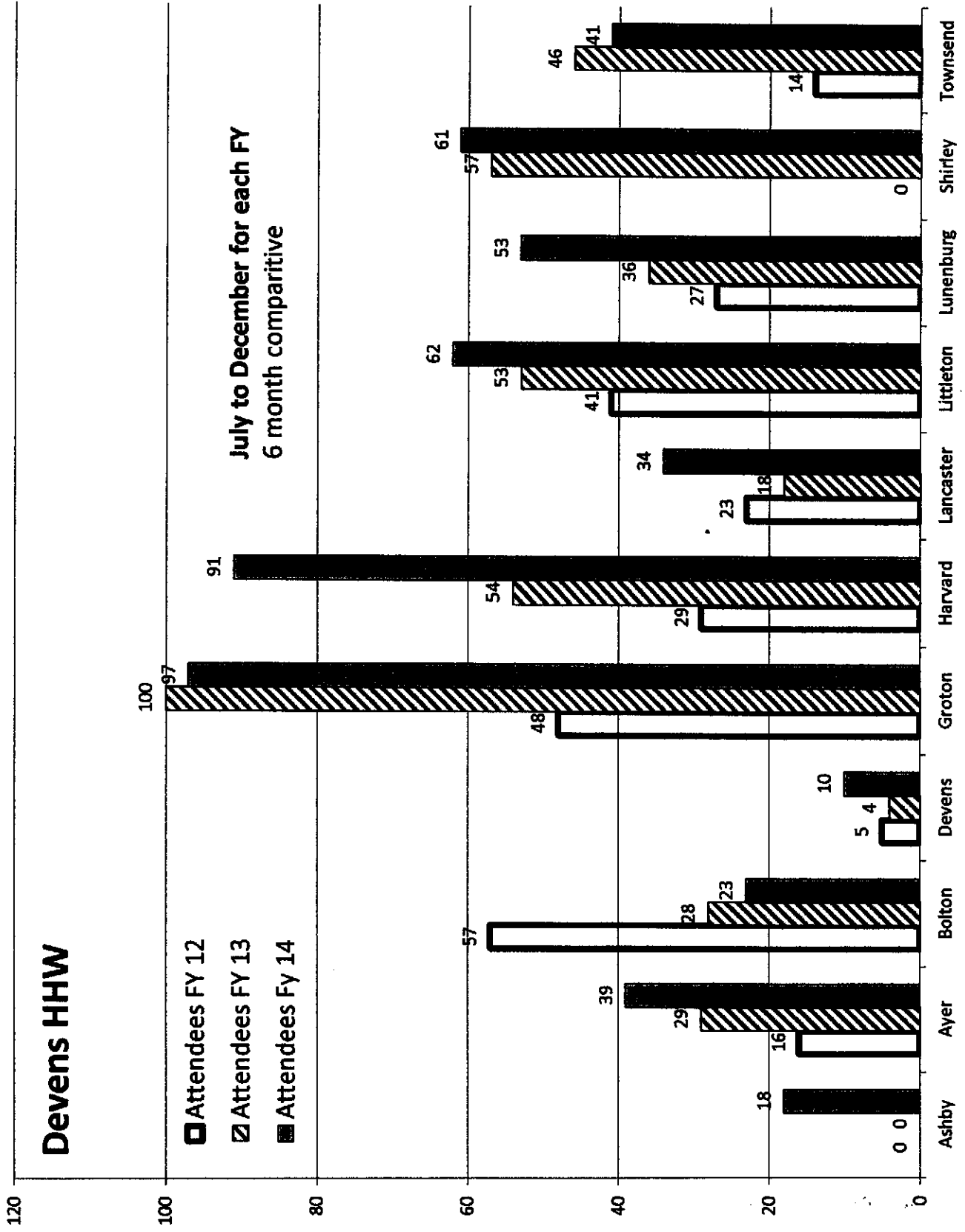
We thank the Massachusetts Department of Environmental Protection for grant funding that helped establish this facility.
Content copyright 2014. Devens Regional Household Hazardous Products Collection Center. All rights reserved.



Devens HHW

July to December for each FY
6 month comparative

- Attendees FY 12
- ▨ Attendees FY 13
- Attendees FY 14



The Commonwealth of Massachusetts

3.6
FEB 10 2014
TOWN OF TOWNSEND
TOWN CLERK

MIDDLESEX SS.

To either of the Constables of the Town of Townsend in the County of Middlesex, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the legal voters of the Town of Townsend, qualified to vote at Town Meetings for the transaction of Town affairs, to meet at the Memorial Hall, 272 Main Street, Townsend, MA for the Special Town Meeting on Tuesday, March 11, 2014, at 7:00 PM, then and there to act on the following articles:

ARTICLE 1

To see if the Town will approve the \$89,084,977 borrowing authorized by the North Middlesex Regional School District, for the purpose of paying costs of constructing a new District High School, to be located at 19 Main Street, in Townsend, and for the payment of all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA shall not exceed the lesser of (1) sixty and sixty-three hundredths percent (60.63%) of eligible, approved Project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; or to take any other action relative thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 2

To see if the Town will vote to approve the expenditure of funds realized through bid savings on the new High School Project (the "Project") by the North Middlesex Regional School District (the "District") to design and construct a maintenance facility building to be located on the site of the Project, including the payment of all costs incidental and related thereto, the approximate cost of which is expected to be \$801,350, or such lesser amount as may be available within the total amount authorized to be expended for the Project. The District acknowledges that the costs incurred for this potential aspect of the Project are the sole responsibility of the District and are not eligible for reimbursement from the MSBA. Any vote to authorize District's expenditure of funds for this potential aspect of the project shall require the affirmative town meeting votes of each of the District's member towns. Or to see if the Town will vote to take any other action relative thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 3

To see if the Town will vote to approve the expenditure of funds realized through bid savings on the new High School Project (the "Project") by the North Middlesex Regional School District (the "District") to design and construct athletic facilities upgrades, including upgrades to the athletic fields, spectator facilities and the running track all located on the site of the Project, including the payment of all costs incidental and related thereto, the approximate cost of which is expected to be \$2,688,916, or such lesser amount as may be available within the total amount authorized to be expended for the Project. The District acknowledges that the costs incurred for this potential aspect of the Project are the

sole responsibility of the District and are not eligible for reimbursement from the MSBA. Any vote to authorize District's expenditure of funds for this potential aspect of the project shall require the affirmative town meeting votes of each of the District's member towns. Or to see if the Town will vote to take any other action relative thereto.

SUBMITTED BY: Board of Selectmen

And you are directed to serve this Warrant, by posting up attested copies thereof at MEMORIAL HALL, 272 MAIN STREET at the Center, WEST TOWNSEND FIRE STATION, 460 MAIN STREET in West Townsend, POLICE/COMMUNICATIONS CENTER, 70 BROOKLINE ROAD, NORTH MIDDLESEX REGIONAL HIGH SCHOOL, 19 MAIN STREET, and HARBOR CHURCH, 80 MAIN STREET in said Town, at least FOURTEEN (14) days before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of the meeting, as aforesaid.

Given under our hands this 11TH day of FEBRUARY in the year TWO THOUSAND FOURTEEN.

SELECTMEN OF TOWNSEND

Sue Lisio
Sue Lisio, Chairman

Colin McNabb
Colin McNabb, Clerk

A true copy. ATTEST:

William Matero CONSTABLE

R E C E I V E D
FEB 20 2014

TOWN OF TOWNSEND
TOWN CLERK

MIDDLESEX, SS.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of TOWNSEND by posting up attested copies of the same at: MEMORIAL HALL, 272 MAIN STREET AT THE CENTER, WEST TOWNSEND FIRE STATION, 460 MAIN STREET IN WEST TOWNSEND, POLICE/COMMUNICATIONS CENTER, 70 BROOKLINE ROAD, NORTH MIDDLESEX REGIONAL HIGH SCHOOL, 19 MAIN STREET, and HARBOR CHURCH, 80 MAIN STREET, AT LEAST FOURTEEN (14) DAYS BEFORE THE DATE OF THE MEETING, AS WITHIN DIRECTED.



SIGNATURE

Constable of TOWNSEND
RECEIVED
FEB 20 2014
TOWN OF TOWNSEND
TOWN CLERK

LOCATION	TIME	MONTH	DAY	YEAR
MEMORIAL HALL	<u>9:31</u>	<u>FEB</u>	<u>20</u>	<u>2014</u>
WEST TOWNSEND FIRE STATION	<u>9:25</u>	<u>FEB</u>	<u>20</u>	<u>2014</u>
NORTH MIDDLESEX REGIONAL HIGH SCHOOL	<u>9:51</u>	<u>FEB</u>	<u>20</u>	<u>2014</u>
POLICE/COMMUNICATIONS CENTER	<u>10:03</u>	<u>FEB</u>	<u>20</u>	<u>2014</u>
HARBOR CHURCH	<u>9:44</u>	<u>FEB</u>	<u>20</u>	<u>2014</u>

**Massachusetts/
New Hampshire Chapter**
480 Pleasant Street
Watertown, MA 02472

617 868 6718 p
617 868 6720 f

**Southeastern Mass
Cape Cod & the Islands**
Village South Plaza
473 South Street West
Raynham, MA 02767

508 880 0055 p
508 880 0056 f

Central Mass
128 Providence Street
Worcester, MA 01604

508 799 2386 p
508 799 2653 f

Western Mass
264 Cottage Street
Springfield, MA 01104

413 787 1113 p
413 787 1109 f

3.7

February 13, 2014

alzheimer's  association®

New Hampshire
Five Bedford Farms Drive
Suite 201
Bedford, NH 03110

603 606 6590 p
603 606 6803 f

Townsend Board of Selectmen
272 Main Street
Townsend, MA 01469

Dear Sir or Madam,

The Alzheimer's Association Massachusetts/New Hampshire Chapter will be sponsoring the 18th annual Ride to End Alzheimer's, formerly known as the Memory Ride, a charity bicycle event to benefit Alzheimer's disease research. The event this year will be held on Saturday, July 12, 2014. Your town is along our proposed route.


The event will start and finish in Devens, MA. Riders do make pit stops along the route, all of which are located on private land. As such, we've secured permission directly from these private institutions, and we will be providing liability insurance certificates to them. *In towns with no pit stops, the copies of insurance binders covering riders as they pass through towns will be kept with support vehicles the day of the event, as well as at the Alzheimer's Association.*

We anticipate approximately 400 riders. Cyclists participating in events such as this are typically those with several years of riding experience. All riders are required to wear helmets, are provided with a safety handbook, and must attend a route safety meeting prior to the event. Medical and technical help will be available to riders along the route. Volunteers from the Alzheimer's Association will be on hand to man the pit stop locations and intersections. Additionally, the route has been reviewed with the State Police, as appropriate for different sections. Two State Police officers will patrol the route.

This information has also been provided to your town Police Chief. Included in their packet is an insurance company required sign-off sheet. If your town has any additional considerations of which we should be aware, please contact Angela Floro, Ride to End Alzheimer's Coordinator, at 617-393-2026 or by email aflo@alz.org. We also invite you to view the official website at <http://www.alzmass.org/ride/>.

In advance, thank you for your help and response. I look forward to answering any questions that might arise.

Sincerely,


Angela Floro
Ride to End Alzheimer's Director


Debra Bachrach
Ride to End Alzheimer's Volunteer

Enclosure: Century Ride Cue Sheet, Schedule of Events, and Route Map

2014 Ride to End Alzheimer's Schedule of Events

Friday, July 11, 2014

**Springhill Suites Devens Common Center
Pre-Ride Pasta Dinner & Safety Orientations**

4:00 p.m. - 8:00 p.m.: Early registration and pasta dinner. Includes rider orientation/safety meetings and a short program.



Saturday, July 12, 2014 (Please note change in start times)

Devens Museum Field

6:15 a.m.: Century Ride rider orientation/safety meeting

6:30 a.m.: Century Ride start

8:15 a.m.: Metric Century Ride rider orientation/safety meeting

8:30 a.m.: Metric Century Ride start

9:45 a.m.: 30 Mile Introductory Ride rider orientation/safety meeting

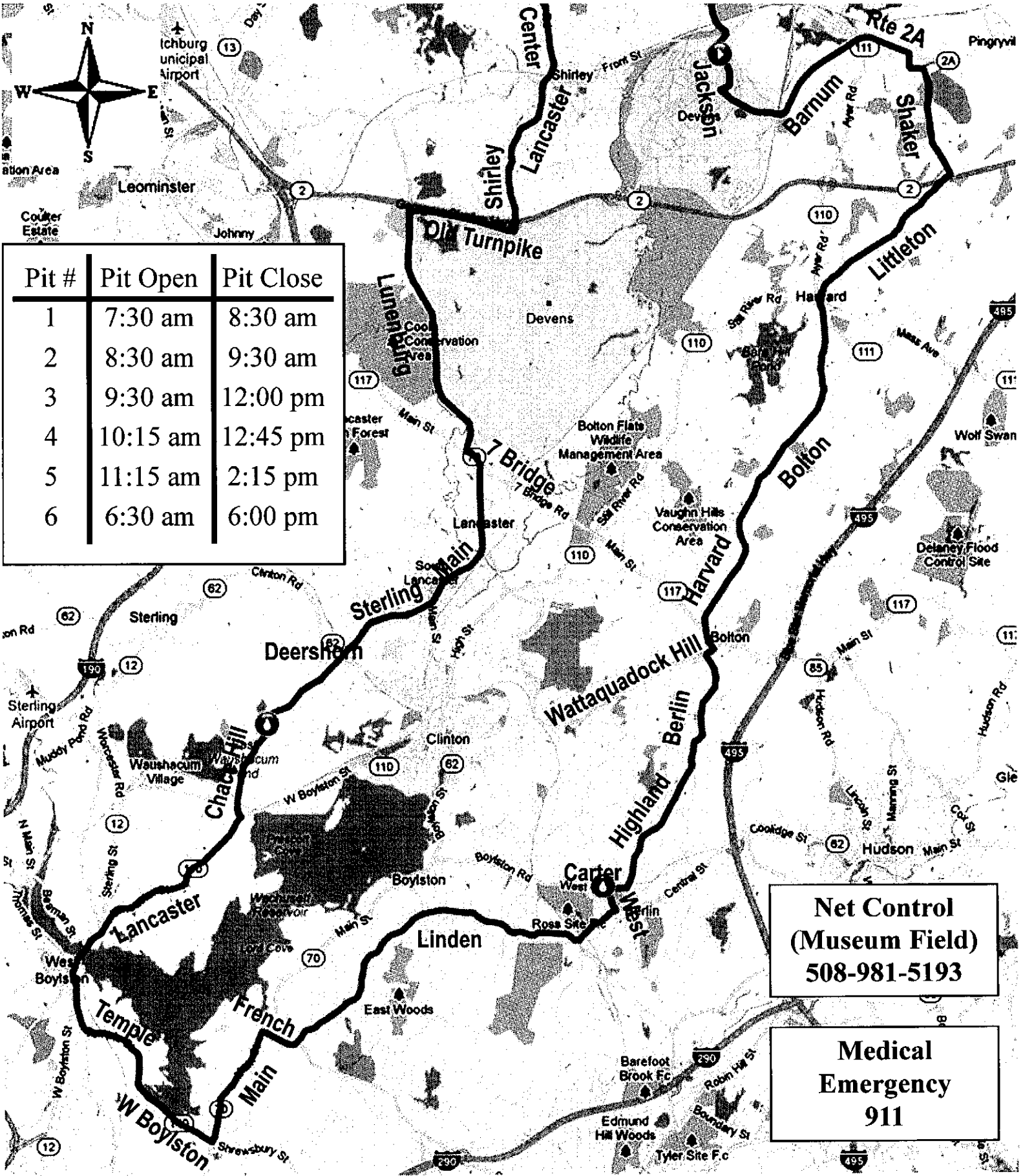
10:00 a.m.: 30 Mile Introductory Ride start

11:15 a.m.: Family Ride orientation/safety meeting

11:30 a.m.: Family Ride start

12:00 p.m. - 4:00 p.m.: Post-Ride party. Cheer on riders! Free lunch for riders and volunteers, guests may purchase lunch tickets for \$5. Festivities include music, massages for riders, exhibitor fair, children's activities and more! **Post-ride showers will be available at Museum Field!**

Century Ride Southern Half (0 to 47 miles)



Pit #	Pit Open	Pit Close
1	7:30 am	8:30 am
2	8:30 am	9:30 am
3	9:30 am	12:00 pm
4	10:15 am	12:45 pm
5	11:15 am	2:15 pm
6	6:30 am	6:00 pm

**Net Control
(Museum Field)
508-981-5193**

**Medical
Emergency
911**

Leg	Total	Dir	Cue	Leg	Total	Dir	Cue
0.0	0.0	L	Exit from Museum Field onto Antietam Rd	1.4	51.9	R	W Main St
0.1	0.1	R	Jackson Ave	0.02	51.9	R	Pit #3 - River Front Residences (GO SLOW!!!)
0.6	0.7	L	Barnum Rd	--	51.9	L	Exit Pit #3 onto W Main St
2.4	3.1	C	Onto Ayer rotary, off at 2nd exit, Rte 2A (Littleton Rd)	0.02	51.9	C	Townsend Rd (left of the store)
0.6	3.7	R	Shaker Rd	3.5	55.4	C	Proctor Rd (cross Rte 119)
1.9	5.6	R	Littleton Rd	1.1	56.5	R	Haynes Rd / Wheeler Rd
2.5	8.1	L	Fairbanks St	2.2	58.7	BR	Cranberry St
0.07	8.17	R	Old Littleton Rd	0.6	59.3	BL	Chestnut St
0.03	8.20	L	Rte 111 (Mass Ave)	0.2	59.5	C	Oak Hill St
0.4	8.6	C	Bolton Rd / Harvard Rd	1.7	61.2	L	Park St
4.7	13.3	C	Manor Rd (cross Rte 117)	0.1	61.3	R	Prescott St
0.3	13.6	R	Wattaquodock Hill Rd	1.5	62.8	L	Rte 122 (Hollis St/Pepperrell Rd/MainSt)
0.1	13.7	L	Berlin Rd / Highland St	3.2	66.0	C	Rte 122 (Silver Lake Rd, blinking light, cross Rte 130)
3.6	17.3	R	Carter St	0.7	66.7	R	Pit #4 - Hollis Bus Company (Muzzey Rd)
0.3	17.6	X	Pit #1 - St Joseph's Church	--	66.7	R	Exit Pit #4 onto Rte 122 (Silver Lake Rd)
--	17.6	R	Exit Pit #1 onto Rte 62 (West St)	1.1	67.8	R	S Merrimack Rd
0.4	18.0	R	Linden St	1.40	69.2	R	Nevins Rd / Farley Rd
5.5	23.5	R	Central St	1.9	71.1	R	Wheeler Rd
0.5	24.0	L	Rte 70 (Main St)	3.3	74.4	L	Broad St (Rte 130)
1.7	25.7	R	Rte 140 (W Boylston/Temple/Worcester Sts)	1.8	76.2	R	Rideout Rd
2.9	28.6	BR	Rte 140 / Rte 12 (Worcester/Fletcher Sts)	1.8	78.0	R	Depot Rd
1.1	29.7	BR	Rte 110 (Lancaster St / Metropolitan Rd)	1.4	79.4	L	Dow Rd
2.7	32.4	L	Chace Hill Rd	2.7	82.1	L	Rte 111 (Nashua Rd/Runnells Bridge Rd)
1.3	33.7	R	Pit #2 - Rota Springs Ice Cream Stand	1.7	83.8	R	S Depot Rd (Rte 111A)
--	33.7	R	Exit Pit #2 Chace Hill/Deershom/Sterling Rds	0.2	84.0	R	Pit #5 - Alpine Grove Banquet Hall
1.5	35.2	C	Chace Hill Rd (Rte 62, Sterling Rd)	--	84.0	R	Exit Pit #5 onto S Depot Rd (Rte 111A)
0.2	35.4	BR	Deershom Rd / Sterling Rd	1.6	85.6	R	Greg Rd / Main St
1.3	36.7	BL	Rte 70 (Main St)	2.9	88.5	R	Rte 113 (Pleasant St)
2.2	38.9	L	Rte 117 (7 Bridge Rd)	0.8	89.3	L	Groton St / Chicopee Row / Hollis St
0.2	39.1	R	Rte 70 (Lunenberg Rd)	6.0	95.3	BR	School St
3.6	42.7	R	Old Union Turnpike Rd	0.2	95.5	L	Rte 111/119 (Main St)
1.4	44.1	L	Shirley Rd / Lancaster Rd	0.02	95.5	R	Elm St
2.3	46.4	C	Main St @ stop sign	0.2	95.7	BR	Rte111 (Pleasant St/Farm's Row Rd/Groton School Rd)
0.02	46.4	L	Center Rd	3.2	98.9	BL	Rte 111 / 2A (Park St)
2.2	48.6	BL	Parker Rd	0.2	99.1	R	Bishop Rd / MacPherson Rd
0.8	49.4	L	Rte 2A (Mass Ave)	1.7	100.8	C	Sherman Ave (Devens), cross W Main St
0.2	49.6	R	Townsend Rd	0.4	101.2	L	Antietam St
0.9	50.5	R	Rte 225 (Groton Rd)	0.1	101.3	L	Pit #6 - Museum Field



4.1

Request for Appointment of Personnel

Date: 2/18/14

Department: TEMA

Position: TEMA Volunteer P/T, F/T Hours X

Start Date: 2/14 - 6/30/14

Employee Physical: Date Performed N/A YES/NO, please circle

Offer of Employment Letter: Date Sent: N/A

Special Qualifications: N/A

Name of Employee: Francis Levi

Address of Employee: 176 Haynes Rd

Townsend, MA

Seamus C. Cost
Supervisor Signature

2/18/14
Date

Appointment Approved at the Board of Selectmen Meeting held Tuesday, _____, 2006

Robert Plamondon, Chairman

Maureen A. Denig, Vice-Chairman David R. Chenelle, Clerk

TOWN OF TOWNSEND

REQUEST FOR APPOINTMENT TO
BOARD, COMMITTEE OR COMMISSION

- Name: William F. Miller
First, Middle Initial and Last Name/If registered voter, then as registered.
- Address, including P.O. Box Number (if applicable), Town, Zip Code:
176 Haynes Rd
Townsend, MA
- Telephone Number: 978-433-5308
- Position: TEMA member
- Term Expiration Date: June 2016
- Current Term Expiration: N/A
- Note if filling unexpired term of a former member: N/A
- Signature of Board, Committee or Commission Chair or designee:
Stanley C. Coit

Please return this form to:

Office of the Board of Selectmen
272 Main Street
Townsend, MA 01469