



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

Robert Plamondon, *Chairman*
Gregory W. Barnes,
Town Administrator

Sue Liso, *Vice-Chairman*

Nicolas Thalheimer, *Clerk*
Office (978) 597-1701
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SELECTMEN'S MEETING MINUTES
May 4, 2010 - 6:00 P.M.
Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 The meeting was called to order at 6:03P.M.
- 1.2 Roll call vote showed 3 members present: Chairman Robert Plamondon (RP), Vice-Chair Sue Liso, (SL) and Clerk Nicholas Thalheimer (NT).
- 1.3 Chairman's Additions or Deletions
BP reminded everyone the Town Meeting will begin at 7:00P.M. RP announced the Board had organized at the last Selectmen's meeting held in conjunction with the Finance Committee with their respective positions as follows: RP voted as Chairman, SL voted as Vice-Chair and NT voted as Clerk.

II. APPOINTMENTS/HEARINGS:

III. MEETING BUSINESS:

- 3.1 Approve Municipal Relief Transfer in Amount of \$5,758.49 for Fire/EMS Headquarters Repair To Be Transferred to Fire Department Expenses (Repair & Maintenance Building 220-5240) from Fire/EMS Department Personnel Services (Other Stipends 220-5190) in Amount of \$2879.49 and General Liability Insurance (Property Liability 945-5000) in Amount of \$2,879.00 Chief Klein explained this money will be used to replace some existing windows and doors on the front of the offices at 13 Elm Street.
NT moved to approve the Municipal Relief Transfer in the amount of \$5,758.49 for Fire/EMS Headquarters repair to be transferred to Fire Department expenses (Repair & Maintenance Building 220-5240) from Fire/EMS Department Personnel services (Other - Stipends 220-5190) in the amount of \$2879.49 and General Liability Insurance (Property Liability 945-5000) in the amount of \$2,879.00. SL seconded. Unanimous vote. (see attached transfer)
- 3.2 SL moved to approve the Municipal Relief Transfer in the amount of \$6,000.00 for Highway Expenses to be transferred to Highway Expenses (Public Works Supplies 422-5530) from Highway Personnel Services (Overtime 421-5130). NT seconded. Unanimous vote. (See attached transfer)

- 3.3 NT moved to approve the Municipal Relief Transfer in the amount of \$1,500.00 for Land Use Coordinator Wages to be transferred to Land Use Personnel Services (Salary & Wages - Land Use Coordinator 179-5100) from Land Use Expenses (Prof & Tech Services 179-5300). SL seconded. Unanimous vote. (see attached transfer)
- 3.4 NT moved to approve Municipal Relief Transfer in the amount of \$1,500.00 for Veterans Benefits to be transferred to Veterans Benefits (Other Services - Veterans Benefits 544-5380) from General Liability Insurance (Property Liability 945-5000). SL seconded. Unanimous vote. (see attached transfer)
- 3.5 NT moved to approve Municipal Relief transfer in the amount of \$2,698.00 for Vacation Pay to be transferred to Selectmen Personnel Services (Salary & Wages Town Administrator 122-5100) from General Liability Insurance (Property Liability 945-5000). SL seconded. Unanimous vote (see attached transfer)
- 3.6 NT moved to approve the Municipal Relief Transfer in the amount of \$4,900.00 for Facility Maintenance Coordinator Wages to be transferred to Facility Maintenance Personnel Services (Salary & Wages Dept Head 191-5100) from Facility Maintenance Expenses (Professional Services 191-5300). SL seconded. Unanimous vote. (see attached transfer)
- 3.7 Review Motions for Articles of the Special & Annual Town Meeting of May 4, 2010 and Delegate a Board Member to Read Motions Not Otherwise Read by the Applicable Department
- The Board reviewed the motions as attached. Discussion regarding the division of the motions ensued and division of Selectmen sponsored articles completed.
- 3.8 Vote to Write-off In the Amount of \$16,997.64 All Ambulance Accounts Deemed Uncollectible in Calendar 2007 With Coastal Billing Service.
- The Board reviewed the write-off amount as recommended by Costal. (see attached) SL moved to write off the amount of \$16,997.64 in ambulance accounts deemed uncollectible for calendar year 2007 with Costal Billing Service. NT seconded. Unanimous vote.
- 3.9 Accept a Gift of a Truck Tanker 2.5 Ton AM General from the Federal Excess Property Program On Behalf of the Fire/EMS Department
- Chief Klein explained this was brought to his attention by District 6, after obtaining from federal excess but due to budget constraints; the District 6 warden was not given permission to add to his fleet. Only cost to Townsend will be to insure the vehicle.
- NT moved to accept the gift of the truck tanker 2.5 ton AM General from the Federal Excess property program on behalf of the Fire/EMS Department. SL seconded. Unanimous vote.

RP moved to re-address agenda item 3.7 for discussion of the Town Administrator's salary line item. Discussion regarding raising the appropriation amount in the Town Administrator's salary line item ensued outlining the following discussion points: surrounding communities Town Administrator salaries, available money in raise & appropriate, the amount to be amended, the Board's ability to negotiate with a finalist and on the financial condition of the town. RP & NT agreed with the amount to be amended of \$80,000, citing their reasons being support of that amount by the Town's residents and Finance Committee. SL supported the amount of \$88,000.00 citing she felt that \$80,000.00

was not enough salary to attract a qualified candidate. SL agreed support for the additional amount would be difficult but would like the Town meeting to decide. After some debate the Board unanimously decided on the amended salary amount of \$80,000.00, however SL stated for the record, her decision was made in an effort to keep harmony but did not feel \$80,000.00 would be enough to hire a well qualified Town Administrator. RP stated her concerns would be noted.

3.10 Executive Session RE: Strategy with Respect to Collective Bargaining

The Board moved to address at the end of the meeting.

IV. APPOINTMENTS OF PERSONNEL/OFFICIALS:

V. WORK SESSION:

5.1 Board of Selectmen Representative Updates/Reports.

RP welcomed NT to the Board of Selectmen.

5.2 Town Administrator Report/Reminders

Gregory W. Barnes introduced Andrew J. Sheehan, Interim Town Administrator.

Mr. Barnes thanked the Board and the Towns people for his tenure in Townsend.

5.3 NT moved to approve and sign the payroll warrant. SL seconded. Unanimous vote.

5.4 SL moved to approve and sign the bills payable warrant. NT seconded. Unanimous vote.

3.10 SL moved to enter into executive session under exemption 3 for the purpose of strategy with respects to collective bargaining and to return to open session for the purpose of attending Town Meeting. NT seconded. Roll call vote: NT (YES), SL (YES), and RP (YES).

VI. ADJOURNMENT:

Meeting minutes of May 4, 2010 voted to be released at the _____, 2010 meeting of the Board of Selectmen.

SELECTMEN'S MEETING AGENDA
May 4, 2010 – 6:00 P.M.
Selectmen's Meeting Chambers

VII. PRELIMINARIES:

- 1.1 Call the meeting to order.
- 1.2 Roll call.
- 1.3 Chairman's Additions or Deletions

VIII. APPOINTMENTS/HEARINGS:

IX. MEETING BUSINESS:

- 3.1 Approve Municipal Relief Transfer in Amount of \$5,758.49 for Fire/EMS Headquarters Repair To Be Transferred to Fire Department Expenses (Repair & Maintenance Building 220-5240) from Fire/EMS Department Personnel Services (Other – Stipends 220-5190) in Amount of \$2879.49 and General Liability Insurance (Property Liability 945-5000) in Amount of \$2,879.00
- 3.2 Approve Municipal Relief Transfer in Amount of \$6,000.00 for Highway Expenses To Be Transferred to Highway Expenses (Public Works Supplies 422-5530) from Highway Personnel Services (Overtime 421-5130)
- 3.3 Approve Municipal Relief Transfer in Amount of \$1,500.00 for Land Use Coordinator Wages To Be Transferred to Land Use Personnel Services (Salary & Wages – Land Use Coordinator 179-5100) from Land Use Expenses (Prof & Tech Services 179-5300)
- 3.4 Approve Municipal Relief Transfer in Amount of \$1,500.00 for Veterans Benefits To Be Transferred to Veterans Benefits (Other Services – Veterans Benefits 544-5380) from General Liability Insurance (Property Liability 945-5000)
- 3.5 Approve Municipal Relief Transfer in Amount of \$2,698.00 for Vacation Pay To Be Transferred to Selectmen Personnel Services (Salary & Wages Town Administrator 122-5100) from General Liability Insurance (Property Liability 945-5000)

- 3.6 Approve Municipal Relief Transfer in Amount of \$4,900.00 for Facility Maintenance Coordinator Wages To Be Transferred to Facility Maintenance Personnel Services (Salary & Wages Dept Head 191-5100) from Facility Maintenance Expenses (Professional Services 191-5300)
- 3.7 Review Motions for Articles of the Special & Annual Town Meeting of May 4, 2010 and Delegate a Board Member to Read Motions Not Otherwise Read by the Applicable Department
- 3.8 Vote to Write-off In the Amount of \$16,997.64 All Ambulance Accounts Deemed Uncollectible in Calendar 2007 With Coastal Billing Service
- 3.9 Accept a Gift of a Truck Tanker 2.5 Ton AM General from the Federal Excess Property Program On Behalf of the Fire/EMS Department
- 3.10 Executive Session RE: Strategy with Respect to Collective Bargaining

X. APPOINTMENTS OF PERSONNEL/OFFICIALS:

XI. WORK SESSION:

- 5.1 Board of Selectmen Representative Updates/Reports.
- 5.2 Town Administrator Report/Reminders
- 5.3 Review/Sign Payroll Warrant.
- 5.4 Review/Sign Bills Payable Warrant.

XII. ADJOURNMENT: