



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

Robert Plamondon, *Chairman*
Andrew Sheehan,
Interim Town Administrator

Sue Lisio, *Vice-Chairman*

Nicholas Thalheimer, *Clerk*
Office (978) 597-1700
Fax (978) 597-1719

SELECTMEN'S MEETING MINUTES
June 8, 2010 - 7:00 P.M.
Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 The meeting was called to order at 7:02P.M.
- 1.2 Roll call vote taken showed 3 members present: Chairman Robert Plamondon, (RP) Vice-Chairman Sue Lisio, (SL) and Clerk Nicholas Thalheimer (NT)
- 1.3 There were no Chairman's additions or deletions.
- 1.4 NT moved to approve the Meeting Minutes for May 25, 2010. SL seconded.
Unanimous vote.

II. APPOINTMENTS/HEARINGS:

- 2.1 7:05P.M. Capital Planning Committee, RE: Bylaw
Interim Town Administrator, Andrew J. Sheehan informed the Board that due to a scheduling conflict the Capital Planning Committee could not attend tonight's meeting.
- 2.2 7:15P.M. Residents of Townsend, RE: Condition of Old Meeting House Road
RP moved to address other meeting business until 7:15P.M.
Agenda items 2.2, 3.3, & 3.4
Residents from 30 & 31 Old Meeting House Road met with the Board to relay concerns regarding the condition of Old Meeting House Road potentially being a public safety concern. The Board reviewed the letter (please see attached) signed by the residents of Old Meeting House Road. Discussion topics included; criteria & process of choosing what roads are to be repaired/resurfaced in Townsend; condition of Old Meeting House Road; public safety concerns; roads previously approved for repairs; budgeted amounts for repavement/repairs; potential funds available from FEMA for wash-out repairs from the spring flooding. After review of the concerns; SL suggested that Ed Kukkula, Highway Superintendent prepare an estimate to repair the worst sections of the road for review. The Board unanimously agreed to have Mr. Kukkula outline the expenses for repairs to Old Meeting House Road and will evaluate after the estimate is receive the list of repairs already approve to see if any money would be available. SL read the paving priorities memorandum submitted by Ed Kukkula into the record - please see attached.

3.4 NT moved to approve the Chapter 90 request as submitted by Ed Kukkula, Highway Superintendent. SL seconded. Unanimous vote.

III. MEETING BUSINESS:

3.1 NT moved to approve a Municipal Transfer of Appropriations Request in the amount of \$600.00 for the Building Department for longevity and expenses transferred to Account 241-5420 in the amount of \$300.00 for expenses and to account 241-5130 \$300.00 for Longevity from account 151-5300 Legal Services. SL seconded. Unanimous vote - Please see attached.

3.2 NT moved to approve a Municipal Transfer of Appropriations Request in the amount of \$2,500.00 for the Library for salary and wages transferred to Account 610-5110 from account 759-5000 Interest on Temporary Debt. SL seconded. Unanimous vote - Please see attached.

3.3 Review/Discussion road conditions/paving as prioritized by the Highway Superintendent, Ed Kukkula - see 2.2 for discussion.

3.4 Review/ Approve Chapter 90 request as submitted by the Highway Superintendent, Ed Kukkula - see 2.2 for discussion.

3.5 NT moved to approve and sign a Common Victualler license for Victory at the Ridge transferred from Bistro on the Green. SL seconded. Unanimous vote.

3.6 NT moved to approve and sign an Entertainment license for Victory at the Ridge transferred from Bistro on the Green. SL seconded. Unanimous vote.

3.7 NT moved to approve and sign a Sunday Entertainment license for Victory at the Ridge transferred from Bistro on the Green. SL seconded. Unanimous vote.

3.8 Review/ Approve timeline for Town Administrator search

The Board reviewed the timeline - please see attached. Discussion topics included; agreement of 5 candidates in addition to the Interim Town Administrator to be picked by the Search Committee; past process for the search of a new Town Administrator; deadline for the Search Committee to forward candidates to the Selectmen for interviews; deadline to choose new Administrator at the meeting of July 20, 2010.

Mark Seiler, Town Resident introduced himself outlining he is considering becoming a candidate for the position and asked how the process of choosing a new Administrator worked in relation to resume submittal and interview scheduling.

3.9 Review/ Approve appointment of Library Director Search Committee

The Board reviewed the request to form a search committee as submitted by the Library Trustees - please see attached. SL moved to approve the request to form a Library Director Search Committee with members as follows: one Library Trustee, one member Townsend School Committee, one member Finance Committee, and two members at large. NT seconded. Unanimous vote.

3.10 Discussion Bond Anticipation Note renewal.

Interim Administrator, Andrew Sheehan explained to the Board; the Accountant and Treasurer are asking for permission to renew our Bond for a lower interest rate and to add the purchase of the new Fire Ladder/Pumper truck to the existing debt that consists of the Memorial Hall Renovations, purchase of Jeft Street and water mains. The Board inquired what the new rate would be. Mr. Sheehan explained the rate would be cut to 2.5% from 4.25% and the town will save approximately \$120,000.00 in interest payments. NT moved to save the town money and give an

affirmative vote to renew the bond anticipate note for the land, Memorial Hall and the addition of the Fire truck. SL seconded. Unanimous vote.

IV. APPOINTMENTS OF PERSONNEL/OFFICIALS:

4.1 NT moved to appoint Erving M. Marshall, Jr as Chief of Police, Keeper of the Lock-up, and Agent for the Licensing Authority for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.

4.2 SL moved to appoint the following as Full-time Police Officers to the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011:

David Profit, Lieutenant	Cheryl Mattson, Sergeant
Mark Giancotti, Sergeant	John W. Johnson, Sergeant
James Marchand, Officer	Thaddeus Rochette, Officer
Randy Girard, Officer	Robert Rebovich, Officer
Kimberly Mattson, Officer	Thomas Pearson, Officer
Jeffrey Thibodeau, Officer	George Reidy, Officer
Mark Francis, Officer	

RP seconded. Unanimous vote.

4.3 RP moved to appoint the following as Reserve Police Officers to the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011:

Tony Brennan	Christopher VanVoorhis	Austin Cote
Joshua Tocci	Joseph Quinn	James Landi
Ryan Monahan		

SL seconded. Unanimous vote.

4.4 NT moved to appoint the following as Telecommunicators to the Townsend Communication Center for a one-Year term effective July 1, 2010 to June 30, 2011:

Diane Babineau, Sr. Telecommunicator
Barbara Ammendolia, Telecommunicator
Melody Cotter, Telecommunicator
Nim Collins, Telecommunicator
Michael Grimley, Telecommunicator/part-time
Jean Nichols, Telecommunicator/part-time
Janet Flahive, Telecommunicator/part-time
James Landi, Telecommunicator/part-time
Ryan Monahan, Telecommunicator/part-time

RP seconded. Unanimous vote.

4.5 SL moved to appoint the following as Agents for the Licensing Authority for a one-year term effective July 1, 2010 to June 30, 2011:

David A. Profit, Lieutenant	Cheryl M. Mattson, Sergeant
Mark Giancotti, Sergeant	John Johnson, Sergeant

RP seconded. Unanimous vote.

4.6 RP moved to appoint Susan Funaiole as the Parking Clerk for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.

4.7 NT moved to appoint the Following as Matrons to the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011:

Robin McRae	Elizabeth Miles	Barbara Ammendolia
Jean Nichols	Janet Flahive	

SL seconded. Unanimous vote.

- 4.8 RP moved to appoint Linda A. Mack to the Conservation Commission for a three-year term effective July 1, 2010 to June 30, 2013. NT seconded. Unanimous vote.
- 4.9 SL moved to appoint Richard D. Hanks as the A.D.A. Coordinator for the Town of Townsend for a one-year Term effective July 1, 2010 to June 30, 2011. NT seconded. Unanimous vote.
- 4.10 NT moved to appoint Richard Kapenas as the Gas Inspector for the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 4.11 RP moved to appoint Gary Williams as the Alternate Gas Inspector for the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011. NT seconded. Unanimous vote.
- 4.12 SL moved to appoint Richard M. Kapenas as the Plumbing Inspector for the Town of Townsend for a one-year Term effective July 1, 2010 to June 30, 2011. RP seconded. Unanimous vote.
- 4.13 NT moved to appoint Gary Williams as the Alternate Plumbing Inspector for the Town of Townsend for a one-year Term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 4.14 RP moved to appoint. Eric E. Aaltonen as the Sealer of Weights & Measures for the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 4.15 SL moved to appoint William F. Choate as the Wiring Inspector for the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011. RP seconded. Unanimous vote.
- 4.16 NT moved to appoint Daniel Haney as the Alternate Wiring Inspector for the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 4.17 RP moved to appoint Bentley Herget and Peter Niall as Alternate Inspectors of Buildings for the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011. NT seconded. Unanimous vote.
- 4.18 SL moved to appoint Donald E. Klein as the Hazardous Waste & Right to Know Coordinator for the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011. NT seconded. Unanimous vote.
- 4.19 NT moved to appoint David C. Roy as Deputy Chief for the Townsend Fire-EMS Department for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 4.20 RP moved to appoint the following as Captain to the Townsend Fire-EMS Department for a one-year term effective July 1, 2010 to June 30, 2011:
 John Elliot Michael Grimley
 NT seconded. Unanimous vote.
- 4.21 SL moved to appoint the following as Lieutenant to the Townsend Fire-EMS Department for one-year term effective July 1, 2010 to June 30, 2011:
 William Elliot Christopher Cotter Brett King
 Brian Metivier Gary Shepherd
 NT seconded. Unanimous vote.

- 4.22 NT moved to appoint Kelly Chambers as an Associate Member of the Townsend Zoning Board of Appeals for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 4.23 RP moved to appoint John M. Giunta as an Associate Member of the Townsend Zoning Board of Appeals for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 4.24 SL moved to appoint Darlene Sodano to the Townsend Zoning Board of Appeals for a one-year term effective July 1, 2010 to June 30, 2011. NT seconded. Unanimous vote.

V. WORK SESSION:

5.1 Board of Selectmen Representative Updates/Reports.

There were no reports or updates

5.2 Town Administrator Report/Reminders

- Mr. Sheehan reminded the Board of the Firefighters Memorial Service; NT read the notice into the record regarding the ceremony – please see attached.
- Mr. Sheehan informed the Board that the budget was in good shape as the fiscal year comes to a close, most departments are at 90-95%, relaying there will be a few municipal relief transfers before the year end.
- Mr. Sheehan informed the Board; the Communications Center project is almost complete and the Police Chief and/or the Lieutenant will be attending a future meeting to go over the updates and upgrades.

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

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

VI. ADJOURNMENT:

RP moved to adjourn the meeting at 8:02P.M. NT seconded. Unanimous vote.

Meeting minutes of June 8, 2010 voted to be released at the _____, 2010 meeting of the Board of Selectmen.

SELECTMEN'S MEETING AGENDA
June 8, 2010 - 7:00 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.
- 1.4 Review/ Approve Meeting Minutes for May 25, 2010

VIII. APPOINTMENTS/HEARINGS:

- 2.1 7:05P.M. Capital Planning Committee, RE: Bylaw
- 2.2 7:15P.M. Residents of Townsend, RE: Condition of Old Meeting House Road

IX. MEETING BUSINESS:

- 3.1 Review/ Approve Municipal Transfer of Appropriations Request in the amount of \$600.00 for the Building Department for longevity and expenses transferred to Account 241-5420 in the amount of \$300.00 for expenses and to account 241-5130 \$300.00 for Longevity from account 151-5300 Legal Services.
- 3.2 Review/ Approve Municipal Transfer of Appropriations Request in the amount of \$2,500.00 for the Library for salary and wages transferred to Account 610-5110 from account 759-5000 Interest n Temporary Debt.
- 3.3 Review/ Discussion road conditions/ paving as prioritized by the Highway Superintendent, Ed Kukkula.
- 3.4 Review/ Approve Chapter 90 request as submitted by the Highway Superintendent, Ed Kukkula.
- 3.5 Review/ Approve/ Sign Common Victualler license for Victory at the Ridge transferred from Bistro on the Green.
- 3.6 Review/ Approve/ Sign Entertainment license for Victory at the Ridge transferred from Bistro on the Green.
- 3.7 Review/ Approve/ Sign Sunday Entertainment license for Victory at the Ridge transferred from Bistro on the Green.

- 3.8 Review/ Approve timeline for Town Administrator search
- 3.9 Review/ Approve appointment of Library Director Search Committee

X. APPOINTMENTS OF PERSONNEL/OFFICIALS:

4.1 Appoint Erving M. Marshall, Jr as Chief of Police, Keeper of the Lock-up, and Agent for the Licensing Authority for a one-year term effective July 1, 2010 to June 30, 2011.

4.2 Appoint the following as Full-time Police Officers to the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011:

- | | |
|----------------------------|----------------------------|
| David Profit, Lieutenant | Cheryl Mattson, Sergeant |
| Mark Giancotti, Sergeant | John W. Johnson, Sergeant |
| James Marchand, Officer | Thaddeus Rochette, Officer |
| Randy Girard, Officer | Robert Rebovich, Officer |
| Kimberly Mattson, Officer | Thomas Pearson, Officer |
| Jeffrey Thibodeau, Officer | George Reidy, Officer |
| Mark Francis, Officer | |

4.3 Appoint the following as Reserve Police Officers to the Town of Townsend for a one-year term effective July 1, 2010 to June 30, 2011:

- | | | |
|--------------|------------------------|-------------|
| Tony Brennan | Christopher VanVoorhis | Austin Cote |
| Joshua Tocci | Joseph Quinn | James Landi |
| Ryan Monahan | | |

4.4 Appoint the following as Telecommunicators to the Townsend Communication Center for a one-Year term effective July 1, 2010 to June 30, 2011:

- Diane Babineau, Sr. Telecommunicator
- Barbara Ammendolia, Telecommunicator
- Melody Cotter, Telecommunicator
- Nim Collins, Telecommunicator
- Michael Grimley, Telecommunicator/part-time
- Jean Nichols, Telecommunicator/part-time
- Janet Flahive, Telecommunicator/part-time
- James Landi, Telecommunicator/part-time
- Ryan Monahan, Telecommunicator/part-time

4.5 Appoint the following as Agents for the Licensing Authority for a one-year term effective July 1, 2010 to June 30, 2011:

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| Robin McRae | Elizabeth Miles | Barbara Ammendolia |
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- 4.22 Appoint Kelly Chambers as an Associate Member of the Townsend Zoning Board of Appeals for a one-year term effective July 1, 2010 to June 30, 2011.
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- 4.24 Appoint Darlene Sodano to the Townsend Zoning Board of Appeals for a one-year term effective July 1, 2010 to June 30, 2011.

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:

