



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*
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SELECTMEN'S MEETING MINUTES
June 22, 2010 - 7:00 P.M.
Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 The meeting was called to order at 7:00P.M.
- 1.2 Roll call vote taken showed 3 members present: Chairman Robert Plamondon (RP) Vice-Chairman Sue Lisio (SL) and Clerk Nicholas Thalhiemer (NT).
- 1.3 Chairman's Additions or Deletions.
SL to discuss articles regarding the open meeting law and blog postings from the Municipal Advocate under Selectmen updates and reports.

II. APPOINTMENTS/HEARINGS:

- 2.1 7:05P.M. Fire Chief, Don Klein RE: Declare Surplus 1978 Mack Fire truck and review process for bidding.
Fire Chief Don Klein informed the Board; now that the purchase and transition of the Fire Engine from Westford has been completed the Selectmen should declare the 78 Mack Fire Engine as surplus. Fire Chief Klein asked for a review of the bidding process.
NT moved to declare the 78 Mack formerly known as Engine 4 and have Andrew Sheehan use best bidding practice. SL seconded. Unanimous vote.
- 2.2 7:05 PM Fire Chief Don Klein RE: permission to close West Elm Street between Linden and Wyman during a controlled burn at 61 West Elm Street on June 26, 2010
Chief Klein informed the Board there was a house offered by Gary Shepherd for live training purposes, outlining he did have the Building Commissioner review for set-back requirements and met with DEP for permit issue of the live burn training. Chief Klein asked the Selectmen for permission to close West Elm to all public traffic during the training exercise. Chief Klein stated he did work with Chief Marshall regarding all public safety issues and the road would be detoured with the use of signs being posted. NT moved to support the closing of West Elm Street and authorize the closure of West Elm between Linden and Wyman during a control burn at 61 West Elm from 8:00A.M. to 4:00P.M. with the understanding the Fire Chief will work with the Police Chief and the Fire Chief will obtain all appropriate permits and forward them to the Selectmen's Office. SL seconded. Unanimous vote.

Chief Klein informed the Selectmen the Fire Department did receive a grant in the amount of \$84,000 from the Federal Government for protective clothing and additional equipment.

III. MEETING BUSINESS:

- 3.1 Vote to exercise one-year option as allowed in contract for delivery of diesel fuel and unleaded gasoline with Volta Oil Company, Inc.
Andrew Sheehan outlined the bidding process, discussion included: Tri-town bidding every 3 years, contract issued with 2 year option, Volta Oil merged with C.W. Lorden and current pricing structure.
NT moved to exercise the one-year option as allowed in the contract for delivery of diesel fuel and unleaded gasoline with Volta Oil Company from July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 3.2 NT moved to exercise the one-year option as allowed in contract for #2 fuel oil with Shattuck Oil Company, Inc. from July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 3.3 Vote to authorize new route service in Townsend with L.R.T.A.; authorize Town Administrator to sign letter of acknowledgement.
Christine Clish, Senior Center Director informed the Board; she met with L.R.T.A., Lowell Regional Transit Authority and was informed Townsend could get an additional service/route and it would be paid for by the amount offset on the cherry sheet under the MBTA Assessment. Andrew Sheehan explained the Town would have to upfront the cost of \$25,000 for the service and it then would be offset by the assessment next year. The Board reviewed the attached letter – SL informed the Board she noted a discrepancy in the dollar amount. NT moved to authorize the Town Administrator to sign the letter of acknowledgement of route service with L.R.T.A. subject to verification of the amount being \$25,150 or \$25,750. SL seconded. Unanimous vote.
- 3.4 NT moved to approve the municipal relief transfer for the Highway Department in the amount of \$2,000.00 to be transferred to account #422-5245 equipment repairs from account #421-5110 salary & wages. SL seconded. Unanimous vote – see attached.
- 3.5 NT moved to approve the municipal relief transfer for the Highway Department in the amount \$5,000.00 to be transferred in the amounts as follows: account #422-5110 repair & maintenance \$1,200.00; account #422-5480 vehicular supplies \$3,000.00; and account #422-5530 \$800.00 from account #421-5110 salary & operational staff. SL seconded. Unanimous vote – see attached.
- 3.6 NT moved to approve the municipal relief transfer for the Town Clerk in the amount of \$300.00 to be transferred to account #160-5110 salary operational staff from account #164-5300 professional services. SL seconded. Unanimous vote.
- 3.7 Review cost to repair/overlay Old Meeting House Road as submitted by Ed Kukkula, Highway Superintendent.
The Board reviewed the cost breakdown as submitted by Ed Kukkula – see attached. Discussion included: status to qualify for FEMA reimbursement from flood damage; need for Capital investment in the Town’s infrastructure; initiating a

better process for complaints and response to Road issues; option of having Route 13 maintained by the State.

3.8 Review/Sign Proclamation for Eagle Scout Ceremony set for August 7, 2010.

The Board reviewed the proclamation as attached. NT read into the record. RP moved to sign the proclamation. SL seconded. Unanimous vote.

3.9 Letter from FEMA revalidating Letters of Map Change (LOMC).

Andrew Sheehan informed the Board of the Map changes, stating this is information and there is no action needed from the Selectmen.

3.10 Review/Approve spending authorization from the Recreation Commission's revolving account in the amount of \$10,000.

Andrew Sheehan informed the Board that Recreation is starting the summer program early and that Town Meeting authorizes the amount Recreation can spend from their revolving account, however because the program is starting before July 1 the Commission is requesting the Board and the Finance Commission authorize an additional \$10,000. RP read the request as submitted by Recreation into the record - please see attached. NT moved to approve the spending authorization from the Recreation Revolving Account in the amount of \$10,000.00. SL seconded. Unanimous vote.

IV. APPOINTMENTS OF PERSONNEL/OFFICIALS:

4.1 NT moved to appoint Jeffrey Cormier as a part-time Telecommunicator for a one year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.

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

SHIRLEY POLICE DEPARTMENT

J. Gregory Massak, Acting Chief	Alfreda Cromwell, Sergeant
Peter D. Violette, Sargeant	Craig K. LaPrade, Patrolman
George Fichter, Patrolman	Gregory Gushlaw, Patrolman
Everett W. Moody, Jr., Patrolman	Samuel Santiago, Patrolman
Brandon Brachanow, Patrolman	

PEPPERELL POLICE DEPARTMENT

James Peters	David Scott
Alan Lessieur	Armando Herrera
Steven Bezanson	Richard Smith
Steven Burke	Todd Blain
Stephen Mulkerin	William Greathead
Nick Parker	Bruce Haskins
Jared Carrubba	Fabrizio Vestri
David Querze	Paul Nelson
Haylie Boutwell	Jeremiah Friend

GROTON POLICE DEPARTMENT

Donald L. Palma, Jr., Chief	James A. Cullen, II, Lieutenant
Derrick J. Gemos, Sergeant	Jeffrey M. Gigliotti Sergeant
Edward P. Sheridan, Sr., Detective	

Peter S. Breslin, Officer	Paul R. Connell, Officer
Richard C. Elie, Officer	Jason M. Goodwin, Officer
Irmin L. Pierce, III, Officer	Dale P. Rose, Officer
Cory E. Waite, Officer	Eric M. Watkins, Officer
Robert Breault, Officer	Gordon Candow, Officer
George R. Aggott, Reserve Officer	
Kevin M. Feeley, Reserve Officer	
Edward Bushnoe, Reserve Officer	
Stephen McAndrew, Reserve Officer	
Kebin Henehan, Reserve Officer	
Timothy VanNostrand, Reserve Officer	

SL seconded. Unanimous vote.

4.3 NT moved to rescind the vote of appointment of one-year term for Darlene Sadano on June 8, 2010 and to appoint Darlene Sadano to the Zoning Board of Appeals for a five-year term effective July 1, 2010 to June 30, 2015. SL seconded. Unanimous vote.

4.4 NT moved to appoint David H. Muscovitz as Constable to the Town of Townsend for a three- year term effective July 1, 2010 to June 30, 2013 contingent upon the filing of a Constable's bond as required by Massachusetts General Law Chapter 41 Section 92. SL seconded. Unanimous vote.

4.5 NT moved to appoint Michelle Dold as Constable to the Town of Townsend for a three-year term effective July 1, 2010 to June 30, 2013 contingent upon the filing of a Constable's Bond as required by Massachusetts General Law Chapter 41 Section 92. SL seconded. Unanimous vote.

The Board questioned how many Constables can be appointed by the Town, Andrew Sheehan to check and will report back at a later meeting.

4.6 NT moved to appoint the following to the Townsend Meeting Hall Committee for a one-year term effective July 1, 2010 to June 30, 2011:

Catherine Hill, Townsend Library Representative
 Karin Canfield
 Suzanne Doust
 Jane L. Jackson

SL seconded. Unanimous vote.

4.7 NT moved to appoint the following to the Abram French Fund Committee for a one-year term effective July 1, 2010 to June 30, 2011:

Kristine A. Vaz
 Paul E. Sweet
 Renee S. Fossey

SL seconded. Unanimous vote.

4.8 Vacancy on Capital Committee

Andrew Sheehan informed the Board their Representative Bill Roberts would be willing to serve another term if no one else was available. After brief discussion regarding the vacancies on Capital Planning and Committees/Commissions, the Board decided to solicit other volunteers and will appoint Mr. Roberts at the next Selectmen's meeting.

4.9 The Board reviewed the request from Townsend Housing Authority to appoint Mark Bagley as an alternate to the Montachusett Regional Planning Commission (MRPC) – please see attached. Andrew Sheehan explained the working relationship between the Housing Authority and M.R.P.C. NT moved to appoint Mark Bagley as an Alternate to the M.R.P.C. for a one-year term to expire on June 30, 2011. SL seconded. Unanimous vote.

V. WORK SESSION:

5.1 Board of Selectmen Representative Updates/Reports.

SL reviewed with the Board, 2 difficult articles as printed in the Municipal Advocate – please see attached. SL requested the Town Administrator or possibly the Town Clerk could distribute to all departments.

5.2 Town Administrator Report/Reminders

Andrew Sheehan informed the Board the following: new Bulletin Board will be installed by July 1 on outside of the back entrance to comply with new amendments of the open meeting law; updated the Board regarding concerns of vehicles driving off the path at the TASYA fields; update on the Wheeler Bridge construction; and review of the wind energy legislation. Pending legislation to be forwarded to all Land Use Department for suggestions and feedback for review by the Selectmen. Andrew reminded the Selectmen the Senior Picnic scheduled for June 23rd has moved its location to the Congressional Church.

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

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

VI. EXECUTIVE SESSION

RE: Contract Negotiations

RP moved to enter into Executive Session under exceptions 3 & 6 and will adjourn meeting from Executive Session. SML seconded. Roll call vote taken: RP (YES), SL (YES), and NT (YES)

VII. ADJOURNMENT:

Meeting minutes of June 22, 2010 voted to be released at the _____, 2010 meeting of the Board of Selectmen.

SELECTMEN'S MEETING AGENDA
June 22, 2010 - 7:00 P.M.
Selectmen's Meeting Chambers

VIII. 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.

IX. APPOINTMENTS/HEARINGS:

- 2.1 7:05P.M. Fire Chief, Don Klein RE: Declare Surplus 1978 Mack Fire truck and review process for bidding.
- 2.2 7:05 PM Fire Chief Don Klein RE: permission to close West Elm Street between Linden and Wyman during a controlled burn at 61 West Elm Street on June 26, 2010

X. MEETING BUSINESS:

- 3.1 Vote to exercise one-year option as allowed in contract for delivery of diesel fuel and unleaded gasoline with Volta Oil Company, Inc.
- 3.2 Vote to exercise one-year option as allowed in contract for #2 fuel oil with Shattuck Oil Company, Inc.
- 3.3 Vote to authorize new route service in Townsend with L.R.T.A.; authorize Town Administrator to sign letter of acknowledgement.
- 3.11 Review/ Approve municipal relief transfer for the Highway Department in the amount of \$2,000.00 to be transferred to account #422-5245 equipment repairs from account #421-5110 salary & wages.
- 3.12 Review/ Approve municipal relief transfer for the Highway Department in the amount \$5,000.00 to be transferred in the amounts as follows: account #422-5110 repair & maintenance \$1,200.00; account #422-5480 vehicular supplies \$3,000.00; and account #422-5530 \$800.00 from account #421-5110 salary & operational staff.
- 3.13 Review/ Approve municipal relief transfer for the Town Clerk in the amount of \$300.00 to be transferred to account #160-5110 salary operational staff from account #164-5300 professional services.
- 3.14 Review cost to repair/ overlay Old Meeting House Road as submitted by Ed Kukkula, Highway Superintendent.
- 3.15 Review/ Sign Proclamation for Eagle Scout Ceremony set for August 7, 2010.
- 3.16 Letter from FEMA revalidating Letters of Map Change (LOMC).

3.17 Review/Approve spending authorization from the Recreation Commission's revolving account in the amount of \$10,000

XI. APPOINTMENTS OF PERSONNEL/OFFICIALS:

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Irmin L. Pierce, III, Officer	Dale P. Rose, Officer
Cory E. Waite, Officer	Eric M. Watkins, Officer
Robert Breault, Officer	Gordon Candow, Officer
George R. Aggott, Reserve Officer	
Kevin M. Feeley, Reserve Officer	
Edward Bushnoe, Reserve Officer	
Stephen McAndrew, Reserve Officer	
Kebin Henehan, Reserve Officer	
Timothy VanNostrand, Reserve Officer	

4.10 Appoint Darlene Sadano to the Zoning Board of Appeals for a five-year term effective July 1, 2010 to June 30, 2015.
(rescind vote for one-year term on June 8, 2010)

4.11 Appoint David H. Muscovitz as Constable to the Town of Townsend for a three-

- year term effective July 1, 2010 to June 30, 2013 contingent upon the filing of a Constable's bond as required by Massachusetts General Law Chapter 41 Section 92.
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- 4.14 Appoint the following to the Abram French Fund Committee for a one-year term effective July 1, 2010 to June 30, 2011:
Kristine A. Vaz
Paul E. Sweet
Renee S. Fossey
- 4.15 Vacancy on Capital Committee
- 4.16 Request from Townsend Housing Authority to appoint Mark Bagley as an alternate to the Montachusett Regional Planning Commission (MRPC)

XII. 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.

XIII. EXECUTIVE SESSION

RE: Contract Negotiations

XIV. ADJOURNMENT: