



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**  
**JULY 6, 2010 - 7:00 P.M.**  
**Selectmen's Meeting Chambers**

**I. PRELIMINARIES:**

- 1.1 The meeting was called to order 7:02P.M.
- 1.2 Roll call vote taken showed 3 members present: Chairman Robert Plamondon (RP), Vice-Chair Sue Lisio, (SL) and Clerk Nicholas Thalheimer (NT)
- 1.3 There were no Chairman's additions or deletions to the agenda.
- 1.4 NT moved to approve the meeting minutes for June 8, 2010. SL seconded.  
Unanimous vote.

**II. APPOINTMENTS/HEARINGS:**

- 2.1 7:05 Kathleen Rossbach, Treasurer RE: Review/Sign Bond Anticipation Note (BAN)  
Kathleen Rossbach met with the Board and explained the BAN was just short term for payment of the Fire Truck. Ms. Rossbach informed the Board she is still working on the re-finance to wrap other debt into a new BAN with a lower interest rate, however this will not be complete until the Fall. The Board reviewed the Bond Anticipation Note - See attached. NT moved to sign the Bond Anticipation Note now that we have reviewed. SL seconded. Unanimous vote.

**III. MEETING BUSINESS:**

- 3.1 Review/Sign support letter for Bill H4792 - An Act relative to the Establishment of Municipal Lighting Authorities.  
The Board reviewed the attached letter of support in relation to Bill H4792. NT moved to sign the letter of support for Bill H4792 and act relative to the establishment of Municipal Lighting Authorities. SL seconded. Unanimous vote.
- 3.2 Announce results of the Town Administrator Search Committee/ schedule date to interview Candidates.  
David Chenelle and Kim Fales, Search Committee members reported to the Board the final candidates they're recommending to the Selectmen. Ms. Fales gave the Board members a list of the names to include: Andrew J. Sheehan, Anthony Troiano, John Sanquinet, and Fred Ventresco. Mr. Chenelle explained the process the committee used in determining who to put forth for recommendation. Further discussion topics included: interview scheduling, CORI/background checks of applicants, reference check for each candidate, timeline for interview scheduling,

letter to be sent to all candidates that did not make the final selection. BOS reviewed draft letter to send to all candidates – (please see attached) NT moved to send with appropriate information inserted and to direct Carolyn Smart to send them out. SL seconded. Unanimous vote. The Selectmen decided to schedule the interviews in ½ hour increments, two interviews to be scheduled on July 20<sup>th</sup> and two on July 21<sup>st</sup>, and each Selectmen to perform reference checks, RP to check references for John Sanquient, SL to check for Anthony Troiano, and NT to check for Fred Ventresco.

3.3 NT moved to approve a one day liquor license application, RE: VFW Post in conjunction with a “Wedding Reception” to be held on July 24, 2010. SL seconded Unanimous vote.

3.4 NT moved to approve a one day liquor license application, RE: VFW Post in conjunction with a “50<sup>th</sup> Birthday Party” to be held on July 17, 2010. SL seconded. Unanimous vote.

3.5 Review/Sign US Census Bureau 2010 Boundary Validation Program

The Board reviewed as attached. TN moved to authorize the Chairman to sign the US Census Bureau 2010 Boundary Validation. SL seconded. Unanimous vote.

3.6 Announce vacancy/volunteers needed for committees:

- Recycling Committee
- Capital Planning

The Chairperson for the Recycling Committee met with the Board and explained the different events the Recycling Committee is involved with; she announced the Committee is in need of additional members and encouraged those listening to send in a volunteer response form for consideration. RP announced additional members are need for the Capital Planning Committee and Council on Aging as well.

3.7 Approve the expenditure of funds from the extended operating hours donation account as requested by the Townsend Library Trustees.

The Board reviewed the request letter sent by the Library Trustees – please see attached. Andrew Sheehan explained to the Board the Library is no longer open on Sundays and the donor has agreed to use the funds for this request. NT moved to approve the expenditure of funds in the amount of \$4,434.84 to use for extra hours due to unforeseen circumstances and that the donor has consented to. SL seconded. Unanimous vote.

3.8 NT moved to approve the request for Police Chief Erving Marshall for payment of two weeks unused vacation, per contract. SL seconded. Unanimous vote. Andrew Sheehan asked the members to sign per the Town Accountant’s request.

#### **IV. APPOINTMENTS OF PERSONNEL/OFFICIALS:**

4.1 NT moved to appoint Judith C. Concemi to the Townsend Meeting Hall Committee for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.

4.2 NT moved to appoint Peter Noon to the Townsend Conservation Commission for a three-year term effective July 1, 2010 to June 30, 2013. SL seconded. Unanimous vote.

- 4.3 NT moved to appoint James Deroian to the Townsend Conservation Commission for a three-year term effective July 1, 2010 to June 30, 2013. SL seconded. Unanimous vote.
- 4.4 NT moved to appoint Chris Jones to the Townsend Planning Board as an Associate Member for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 4.5 Appoint Marcia Mac Master to the Council on Aging for a three-year term effective July 1, 2010 to June 30, 2013. Andrew Sheehan informed the Board this appointment is for a vacancy and it would need to be posted before appointment is made. 4.5 was tabled
- 4.6 NT moved to appoint Nancy Martin to the Council on Aging for a three-year term effective July 1, 2010 to June 30, 2013. SL seconded. Unanimous vote.
- 4.7 Appoint Robert Nickerson as a Constable for a three-year term effective July 6, 2010 to June 30, 2013. NT informed the members according to Massachusetts General Law there is no restriction on the number of Constables that can be appointed, however limiting the number of appointments may want to be considered. SL voiced concern with only allowing reappointments as it might seem discriminatory. RP voiced his opinion outlining he would not like to limit the number of Constables that are appointed. NT moved to appoint Robert Nickerson as Constable for a three-year term effective 07.06.10 to 06.30.13. SL seconded. Unanimous vote.
- 4.8 NT moved to appoint Mary Letourneau as Animal Control Officer for a one-year term effective July 1, 2010 to June 30, 2011. SL seconded. Unanimous vote.
- 4.9 NT 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:
- |                                    |                                |
|------------------------------------|--------------------------------|
| <b>LUNENBURG POLICE DEPARTMENT</b> |                                |
| Daniel F. Bourgeois, Chief         | Charles P. Deming, Jr. Det/Ptl |
| James P. Marino, Lieutenant        | Robert D. DiConza, Officer     |
| Thomas Gammel, Sergeant            | Jack A. Hebert, Officer        |
| Stanley W. Barney, Sergeant        | Michael F. Luth, Officer       |
| Ernest E. Gould III, Sergeant      | Jason P. Poitras, Officer      |
| Patrick Barney, Officer            |                                |
| Sean J. Connery, Officer           |                                |
| Omar A. Connor, Officer            |                                |
| <br><b>RESERVE OFFICERS</b>        |                                |
| George E. Aho, Officer             | Robert J. Ayles, Officer       |
| Alphonse J. Baron, Officer         | Linda C. Carrier, Officer      |
| Walter C. Godfrey, Officer         | Paul G. Grunditz, Officer      |
| Michael Connors, Officer           | Daniel Gould, Officer          |
| Lisa M. Larkin, Officer            | Paul B. Porter, Officer        |
| Joshua B. Tocci, Officer           | Donald A. Letarte, Officer     |
| Wendy Lizotte, Officer             | Michael Viola, Officer         |
| Sean Zrate, Officer                |                                |
- SL seconded. Unanimous vote.

**V. WORK SESSION:**

5.1 Board of Selectmen Representative Updates/Reports.

SL informed the other members that she met with Chief Marshall for the purpose of discussing the Regional study done by the Department of Revenue for the regionalization of police/communication services with the town of Ashby. SL inquired if the other members were interested in talking with Ashby to see if regionalizing would interest them. SL asked if the Selectmen would authorize her to meet with Ashby Selectmen and extend out a hand to see if the Selectmen in Ashby are interested in exploring the concept further. Andrew Sheehan to contact the Town of Ashby and set up time for SL to meet for Ashby Selectmen. RP expressed concern for the residents of Townsend in particular the elderly with hot weather, suggestions for the seniors would be to utilize the new senior center and perhaps other residents could make use of the new Library as both are climate controlled. RP encouraged neighbors to check on each other during this excessive heat and to call the Selectmen's office if anyone is need of assistance.

5.2 Town Administrator Report/Reminders

Andrew Sheehan announced that DF&W (Division of Fisheries & Wildlife) completed the purchase of two parcels of property in Town, one located on Turnpike Road, known as the "Strong Property" and the other location is known as the "Dunbar Sandpits". Mr. Sheehan informed the Board the Governor has signed the State budget which reflects a \$12,576 decrease in PILOT money for Townsend, this deficit may have to be addressed at the Fall Town Meeting.

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. EXECUTIVE SESSION:**

NT at 8:02P.M. moved to enter into executive session under exception 1. SL seconded. Roll call vote: RP (YES), NT (YES) and SL (YES)

**VII. ADJOURNMENT:**

Meeting minutes of July 6, 2010 voted to be released at the \_\_\_\_\_, 2010 meeting of the Board of Selectmen.

**SELECTMEN'S MEETING AGENDA**  
**JULY 6, 2010 - 7:00 P.M.**  
**Selectmen's Meeting Chambers**  
**REVISED**

**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 for June 8, 2010.

**IX. APPOINTMENTS/HEARINGS:**

- 2.1 7:05 Kathleen Rossbach, Treasurer RE: Review/Sign Bond Anticipation Note (BAN)

**X. MEETING BUSINESS:**

- 3.1 Review/Sign support letter for Bill H4792 - An Act relative to the Establishment of Municipal Lighting Authorities.
- 3.2 Announce results of the Town Administrator Search Committee/ schedule date to interview Candidates.
- 3.3 Review/Approve one day liquor license application, RE: VFW Post in conjunction with a "Wedding Reception" to be held on July 24, 2010.
- 3.4 Review/Approve one day liquor license application, RE: VFW Post in conjunction with a "50<sup>th</sup> Birthday Party" to be held on July 17, 2010.
- 3.5 Review/Sign US Census Bureau 2010 Boundary Validation Program
- 3.6 Announce vacancy/volunteers needed for committees:
  - Recycling Committee
  - Capital Planning
- 3.7 Approve the expenditure of funds from the extended operating hours donation account as requested by the Townsend Library Trustees.
- 3.9 Approve request of Police Chief Erving Marshall for payment of two weeks unused vacation, per contract

**XI. APPOINTMENTS OF PERSONNEL/OFFICIALS:**

- 4.1 Appoint Judith C. Concemi to the Townsend Meeting Hall Committee for a one-year term effective July 1, 2010 to June 30, 2011.
- 4.2 Appoint Peter Noon to the Townsend Conservation Commission for a three-year term effective July 1, 2010 to June 30, 2013.
- 4.3 Appoint James Deroian to the Townsend Conservation Commission for a three-year term effective July 1, 2010 to June 30, 2013.
- 4.4 Appoint Chris Jones to the Townsend Planning Board as an Associate Member for a

- one-year term effective July 1, 2010 to June 30, 2011. (Planning Board vote 06.21.10)
- 4.5 Appoint Marcia Mac Master to the Council on Aging for a three-year term effective July 1, 2010 to June 30, 2013.
- 4.6 Appoint Nancy Martin to the Council on Aging for a three-year term effective July 1, 2010 to June 30, 2013.
- 4.7 Appoint Robert Nickerson as a Constable for a three-year term effective July 6, 2010 to June 30, 2013.
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- 4.9 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:

LUNENBURG POLICE DEPARTMENT

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 James P. Marino, Lieutenant  
 Thomas Gammel, Sergeant  
 Stanley W. Barney, Sergeant  
 Ernest E. Gould III, Sergeant  
 Patrick Barney, Officer  
 Sean J. Connery, Officer  
 Omar A. Connor, Officer

Charles P. Deming, Jr. Det/Ptl  
 Robert D. DiConza, Officer  
 Jack A. Hebert, Officer  
 Michael F. Luth, Officer  
 Jason P. Poitras, Officer

RESERVE OFFICERS

George E. Aho, Officer  
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 Linda C. Carrier, Officer  
 Paul G. Grunditz, Officer  
 Daniel Gould, Officer  
 Paul B. Porter, Officer  
 Donald A. Letarte, Officer  
 Michael Viola, Officer

**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:**

**XIV. ADJOURNMENT:**