



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

Robert Plamondon, *Chairman*
Andrew Sheehan,
Town Administrator

Sue Lisio, *Vice-Chairman*

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

SELECTMEN'S MEETING MINUTES
August 31, 2010 - 7:00 P.M.
Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 The meeting was called to order at 7:05P.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 RP moved to add agenda item 2.5.
- 1.4 NT moved to approved the meeting minutes for August 17, 2010. SL seconded. Unanimous vote.

II. MEETING BUSINESS:

- 2.1 Review/inform residents of New Regulations set forth by the Cemetery & Parks Department regarding signs at the Town Common.
Andy Sheehan, Town Administrator informed the Board this was informational in nature and wanted to the Board to be aware of the policy set by the Cemetery & Parks Department. The Board reviewed the policy as attached.
- 2.2 Review/Discuss/Approve draft letter to support the effort to interconnect cable broadcast of school related events from the North Middlesex High School.
The Board reviewed the letter - please see attached. Mr. Sheehan informed the Board this is at the request of the Pepperell Selectmen and their Town Administrator and they're seeking cooperation for an interconnection between Comcast and Charter cable for viewing of school events and/or meetings. Steve Cloutier, MIS Director and Chair of the Cable Committee informed the Board the fiber was previously installed in the studio at North Middlesex after discussions with Pepperell regarding the formation of a Cable Access Corporation with Pepperell, Townsend, and Ashby. The Cable Assess Corp is still in the discussion phase, however it should not be a problem to feed our programming into Charter's feed. Mr. Cloutier explained the letter would authorize the Townsend studio to feed into Charter the school committee meetings and other school related events. NT inquired as to any additional cost for Townsend in sharing the programming schedule. Mr. Cloutier relayed there should be no cost, however if something should be needed, then it would be Pepperell that would have absorb the expense. Mr. Cloutier relayed he did contact Mr. Tim Kelly, the Government Representative regarding the issue. NT moved to approve the draft letter to support the effort to interconnect cable broadcast of school related events from the North Middlesex High School. SL seconded. Unanimous vote.

2.3 Form Energy Efficiency/Green Committee outlining the charge of the committee and the membership term limits.

Mr. Sheehan outlined the reasons to form the Energy Committee, including the funds/grants that are available to communities that are designated as Green Communities under the Act. Discussions included grant application for technical assistance, formation of committee with charge, designation process under the Green Communities Act, evaluation review and process for the committee. Mr. Sheehan relayed the committee should be formed with at least 5 members with staggered terms. The Board reviewed the grant application as attached. NT moved to form the Energy Committee with five members, staggered terms to expire as follows, two members 2013, two members 2012, and one member 2011. RP amend motion to include with an application deadline of September 14, 2010. SL seconded. Unanimous vote.

2.4 Review/discuss list of draft items for the Special Town Meeting warrant.

The Board reviewed the list of potential articles as attached. Mr. Sheehan informed the Board this list is only a draft of what he has been told may come forward as warrant articles. Discussion included; compensation and classification consultation, vehicle leasing, capital expenditures, free cash reserves, painting and repair of outside windows of Memorial Hall, and purchasing of used vehicles.

2.5 Tim Manigan and Doug Fitzgerald to discuss efforts to help active duty military

Tim Manigan and Doug Fitzgerald met with the Board to discuss volunteer assistance for area active military members. Mr. Madigan explained he belonged to a volunteer organization called Green Care for troops and its mission is to assist active soldiers in keeping up with their homes while on duty. Mr. Madigan informed the Selectmen recently a soldier here in Townsend was referred to the organization. He was deployed right after the 2008 ice storm and his property is in need of clean up and/or repairs. Mr. Madigan is looking for volunteers who may have access to or own heavy equipment and grounds maintenance equipment. Mr. Madigan and Mr. Fitzgerald gave Andrew Sheehan their contact information for solicitation of volunteers. The Board requested the information be placed on the Town's website.

III. APPOINTMENTS OF PERSONNEL/OFFICIALS:

3.1 NT moved to appoint Robert Plant and Ronald Petrucci to the Townsend Fire-EMS Department as per diem paramedics effective August 31, 2010 contingent upon the passing of a pre-placement physical with a six-month probationary period. SL seconded. Unanimous vote.

3.2 NT moved to appoint the following as Election Workers for a one-year term effective September 1, 2010 through August 31, 2011:

Warden: Carol Beauchamp Betty Mae Tenney Jane Stonefield

Deputy Warden:

Avis Roy Sharon L. Lacasse Carol Wright

Clerk: Connie Giles Paula Woodman Helen Kezar

Ballot Clerks:

Cheryl Simoneau Norman Richard John T. Stonefield

Checkers: Carlene Whittemore Heidi C. Munroe Louise Thorpe

Carol Buxton Charlene J. Smith Donald B. Keefe

Shirley Morton Marcia MacMaster Eric Aaltonen

Mary West Clare Kauppi Beulah E. Greenough

Robert Amadon Shirley M. Call Irene E. Johnson

Lois Howgate Lonna Thiem Jack Walsh

Bill Roberts

Tellers: Paul Nicoli Stephen Baldwin Steven Spofford

SL seconded. Unanimous vote.

- 3.3 Re-Appoint William C. Boyden, Jr as Constable for the Town of the Townsend for a three-year term effective July 1, 2010 to June 30, 2013.
NT disclosed to the Board; he was a neighbor of Mr. Boyden's and stated for the recorded that would not affect his impartiality in this appointment process. SL informed the Board; she was a friend of Mr. Boyden's.
NT moved to re-appoint William C. Boyden as Constable for the Town of Townsend for a three-year term effective July 1, 2010 to June 30, 2013. SL seconded. Unanimous vote.

IV. WORK SESSION:

4.1 Board of Selectmen Representative Updates/Reports.

NT announced the Candidates night to be held on September 2, 2010 at 7P.M. in Town Hall. RP confirmed the Capital Planning meeting was September 2nd at 6:00P.M.

4.2 Town Administrator Report/Reminders

- Mr. Sheehan informed the Board additional funds were approved by the Federal Government and the State will be sending additional money to the schools. North Middlesex Regional will be receiving approximately \$927,000; Mr. Sheehan will be discussing with the School Superintendent how these additional funds may affect the Town's assessment.
- Mr. Sheehan informed the Board the excavation work on the Ambulance building has been completed, adding much appreciation to the Cemetery & Parks Department and Roger Ropoza for all their assistance. Mr. Sheehan informed the Board Mark Mecurio is procuring for the cost to replace the wood siding. Additionally, Mr. Sheehan thanked Thomas Panagiotes for permission to use his property to access the needed repairs.
- Mr. Sheehan updated the Board on the progress of the Wheeler Bridge replacement.
- Mr. Sheehan informed the Board that due to Hurricane Earl there was a possibility the flags would not be put up this weekend, furthering relaying is it not meant as any disrespect to any groups in Townsend, it is only to prevent damage in the case of high winds.

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

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

V. ADJOURNMENT:

RP moved to adjourn the meeting at 7:58P.M. NT seconded. Unanimous vote.

Meeting minutes of August 31, 2010 voted to be released at the _____, 2010 meeting of the Board of Selectmen.

SELECTMEN'S MEETING AGENDA
August 31, 2010 - 7:00 P.M.
Selectmen's Meeting Chambers

VI. PRELIMINARIES:

- 1.1 Call the meeting to order.
- 1.2 Roll call.
- 1.3 Chairman's Additions or Deletions. **See item 2.5**
- 1.4 Review/ Approve Meeting Minutes for August 17, 2010.

VII. MEETING BUSINESS:

- 2.1 Review/inform residents of New Regulations set forth by the Cemetery & Parks Department regarding signs at the Town Common.
- 2.2 Review/Discuss/ Approve draft letter to support the effort to interconnect cable broadcast of school related events from the North Middlesex High School.
- 2.3 Form Energy Efficiency/Green Committee outlining the charge of the committee and the membership term limits.
- 2.4 Review/ discuss list of draft items for the Special Town Meeting warrant.
- 2.5 Tim Manigan and Doug Fitzgerald to discuss efforts to help active duty military**

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Carol Buxton Charlene J. Smith Donald B. Keefe

Shirley Morton Marcia MacMaster Eric Aaltonen

Mary West Clare Kauppi Beulah E. Greenough

Robert Amadon Shirley M. Call Irene E. Johnson

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Bill Roberts

Tellers: Paul Nicoli Stephen Baldwin Steven Spofford

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IX. WORK SESSION:

4.1 *Board of Selectmen Representative Updates/Reports.*

4.2 *Town Administrator Report/Reminders*

4.3 Review/Sign Payroll Warrant.

4.4 Review/Sign Bills Payable Warrant.

X. ADJOURNMENT: