



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
SEPTEMBER 2, 2010 - 6:00 P.M.
Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 The meeting was called to order 6:01P.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.

II. MEETING BUSINESS:

- 2.1 Joint meeting with Capital Planning Committee, RE: Bylaw.

The Board met in conjunction with the Capital Planning Committee and the Finance Committee for review of the bylaw (attached) and discussion of funding capital expenditures in the future. Discussion included the following topics: financing of capital expenditures, percentage of budget used to purchase capital, the bylaw and its purpose, the procedure for approval of the CIP, cost of financing, leasing capital items, condition of infrastructure, and maintenance of capital inventory. After much discussion, all members of the Capital Planning Committee and the Finance Committee supported the bylaw contingent upon one change to the existing wording, 2nd page section E change from "approval" to "recommendation". Andrew Sheehan, Town Administrator will be reviewing the capital purchases made in the last five years to see what the town has spent on Capital needs. The Finance Committee in conjunction with the Board will be discussing an amount based on the percentage of the annual budget to be put into the capital stabilization account each year and in addition looking to put any non-reoccurring revenues in the stabilization fund.

III. ADJOURNMENT:

RP moved to adjourn the meeting at 9:45P.M. SL seconded. Unanimous vote.

Vote to release minutes of September 2, 2010 taken at the meeting held on September _____, 2010.

**SELECTMEN'S MEETING AGENDA
SEPTEMBER 2, 2010 - 6:00 P.M.
Selectmen's Meeting Chambers**

IV. PRELIMINARIES:

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

V. MEETING BUSINESS:

- 2.1. Joint meeting with Capital Planning Committee, RE: Bylaw.

VI. ADJOURNMENT: