



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*
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SELECTMEN'S MEETING MINUTES
SEPTEMBER 14, 2010 - 7:00 P.M.
Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 The meeting was called to order at 7:01P.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. RP reminded everyone the polls closed in one hour.
- 1.4 NT moved to approve the meeting minutes for August 31, 2010. SL seconded. Unanimous vote.

II. MEETING BUSINESS:

- 2.1 Accept a grant in the amount of \$84,000 from the Federal Emergency Management Agency (FEMA) to purchase protective gear and pulse oximeters for the Townsend Fire-EMS Department.
The Board met with Chief Klein who outlined the grant application process. Chief Klein explained there is matching component to the grant that would need to be appropriated at Town Meeting, adding that a warrant article has been submitted to the Town Administrator. The Board reviewed the grant application as attached. NT moved to accept a grant in the amount of \$84,000 from the Federal Emergency Management Agency to purchase protective gear and pulse oximeters for the Townsend Fire-EMS Department. SL seconded. Unanimous vote.
- 2.2 Vote to authorize the Town Administrator to submit a statement of interest to the Massachusetts School Building Assistance Authority for funding assistance to help with cost of repairs for the Spaulding Memorial Elementary School. Andrew Sheehan, Town Administrator, informed the Board that the slate roof, the copula and some windows at the Spaulding Elementary School are deteriorating and in need of repair. The SBA has a new round of funding available to repairs of roofs, boilers, and windows in schools that are in otherwise good condition. Further Mr. Sheehan explained since the Town owns the School and leases it to the North Middlesex Regional District the statement of interest would need to come from the Selectmen's Office. Mr. Sheehan relayed the grant money may have a match component and the Superintendent may submit a warrant article for the additional amount; however nothing has been received to date.

NT moved to authorize the Town Administrator to submit a statement of interest to the Massachusetts School Building Assistance Authority for funding assistance to help with cost of repairs for the Spaulding Memorial Elementary School. SL seconded. Unanimous vote.

2.3 Vote to authorize the Town Administrator to: apply for a planning assistance grant from the Mass. Department of Energy Resources (DOER); appoint the Town Administrator as the designee responsible for coordinating planning assistance; and sign a letter committing the Town to meeting DOER's criteria for Green Communities designation.

Mr. Sheehan explained the vote is needed to complete the planning assistance grant application that he discussed at a previous meeting. Forming the Energy Committee and appointing the Town Administrator as the designee responsible is part of the process in applying for some assistance to help with the process of designating Townsend as a Green Committee.

NT moved to authorize the Town Administrator to apply for a planning assistance grant from the Mass. Department of Energy Resources (DOER); appoint the Town Administrator as the designee responsible for coordinating planning assistance; and sign a letter committing the Town to meeting DOER's criteria for Green Communities designation. SL seconded. Unanimous vote.

2.4 Review/Comment Mandatory Referral for the Planning Board, RE: Zoning Bylaw Amendment. The Board reviewed the referral as attached. The Board unanimously agreed to defer to the Planning Board's expertise and send no comment.

2.5 NT moved to approve an application for a one-day liquor license for Norman Richard on September 18, 2010 in conjunction with a Wedding Reception. SL seconded. Unanimous vote.

2.6 NT moved to approve an application for a one-day liquor license for Norman Richard on September 25, 2010 in conjunction with a fundraiser for cancer. NT seconded. Unanimous vote.

III. WORK SESSION:

3.1 Board of Selectmen Representative Updates/Reports.

SL inquired as to the response of volunteers for the Energy Committee. NT read a notice submitted by Chief Marshall regarding the drug take back program.

3.2 Town Administrator Report/Reminders

Andrew Sheehan informed the Board the next meeting will have the warrant articles for review and the Board will need to decide what articles to place on the warrant for the Special Town Meeting.

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

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

IV. ADJOURNMENT:

RP moved to adjourn the meeting at 7:23P.M.. NT seconded. Unanimous vote.

Vote to release minutes of September 14, 2010 taken at the meeting held on September _____, 2010.

**SELECTMEN'S MEETING AGENDA
SEPTEMBER 14, 2010 - 7:00 P.M.
Selectmen's Meeting Chambers**

III. PRELIMINARIES:

- 1.1 Call the meeting to order.
- 1.2 Roll call.
- 1.3 Chairman's Additions or Deletions.
- 1.4 Approve meeting minutes for August 31, 2010.

IV. MEETING BUSINESS:

- 2.1 Accept a grant in the amount of \$84,000 from the Federal Emergency Management Agency (FEMA) to purchase protective gear and pulse oximeters for the Townsend Fire-EMS Department.
- 2.2 Vote to authorize the Town Administrator to submit a statement of interest to the Massachusetts School Building Assistance Authority for funding assistance to help with cost of repairs for the Spaulding Memorial Elementary School.
- 2.3 **Vote to authorize the Town Administrator to: apply for a planning assistance grant from the Mass. Department of Energy Resources (DOER); appoint the Town Administrator as the designee responsible for coordinating planning assistance; and sign a letter committing the Town to meeting DOER's criteria for Green Communities designation.**
- 2.4 Review/Comment Mandatory Referral for the Planning Board, RE: Zoning Bylaw Amendment.
- 2.5 Review/Approve application for a one-day liquor license for Norman Richard on September 18, 2010 in conjunction with a Wedding Reception.
- 2.6 Review/Approve an application for a one-day liquor license for Norman Richard on September 25, 2010 in conjunction with a fundraiser for cancer.

III. WORK SESSION:

- 3.1 *Board of Selectmen Representative Updates/Reports.*
- 3.2 *Town Administrator Report/Reminders*
- 3.3 Review/Sign Payroll Warrant.
- 3.4 Review/Sign Bills Payable Warrant.

IV. ADJOURNMENT:

