



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
December 7, 2010 - 7:00 P.M.
Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 The meeting was called to order at 7:02P.M.
- 1.2 Roll call vote call taken showed 2 members present: Chairman Robert Plamondon (RP), Clerk Nicholas Thalheimer (NT) and absent Vice-Chair Sue Lisio (SL)
- 1.3 RP moved to add agenda items 2.0 & 2.11

RP moved to address agenda item 2.8 out of order.

- 2.8 Recognize/Sign certificates of appreciation for Keith & Mary Letourneau for their assistance with the Green Care for Troops project.

Doug Fitzgerald and Tim Manigan, Representatives from Green Care for Troops met with the Board. Mr. Fitzgerald expressed appreciation to the Selectmen and in particular Keith & Mary Letourneau for all their assistance with the project in Townsend. Mr. Fitzgerald informed the Selectmen; Keith & Mary Letourneau and their children spent several days and used their own equipment to help with the work needed at Sergeant Jackson's property. The Selectmen and Green Care of Troops presented Keith & Mary Letourneau with certificates of appreciation. Sergeant Jackson also expressed great appreciation to all those involved with the project.

II. MEETING BUSINESS:

- 2.0 Review/Approve General Obligation Bond issue to FirstSouthwest in the amount of \$1,685,000.

The Board met with Kathleen Rossbach, Treasurer for the Town of Townsend. Ms. Rossbach informed the Board; First Southwest Bank won the bid for the refinance of the bond for the remaining balance on the Memorial Hall Restoration Project, the Lang Property, and the Water Main project as well as the financing for the recent purchase of the Fire ladder truck. NT moved to approve the general obligation bond issued to First Southwest Bank in the amount of \$1,685,000. RP seconded. Unanimous vote. (see attached for interest rate and general obligation bond)

- 2.1. NT moved to approve all 2011 Alcoholic Common Victualer Restaurant Renewal License (s) as attached contingent upon a valid certificate of inspection issued by the Building Commissioner and signed off by the Fire Chief in accordance with Chapter 304 of the Acts of 2004 and to sign outside of session. RP seconded. Unanimous vote.

- 2.2 NT moved to approve 2011 Alcoholic Club Renewal License as attached contingent upon a valid certificate of inspection issued by the Building Commissioner and signed off by the Fire Chief in accordance with Chapter 304 of the Acts of 2004 and to sign outside of session. RP seconded. Unanimous vote.
- 2.3 NT moved to approve all 2011 Alcoholic and Wine & Malt Renewal Liquor License (s) as attached and to sign outside of session. RP seconded. Unanimous vote.
- 2.4 NT moved to approve all 2011 Common Victualler license renewals as attached and to sign out of session. RP seconded. Unanimous vote.
- 2.5 NT moved to approve all Weekly and Sunday Entertainment license renewals as attached and to sign outside of session. RP seconded. Unanimous vote.
- 2.6 NT moved to approve all Class I, II, III license renewals as attached and to sign outside of session. RP seconded. Unanimous vote.
- 2.7 NT moved to declare surplus the following items as requested by the Highway Superintendent
 - see attached memorandum.
 1 - sander Body
 1 - dump Body
 3 - cores to sweeper brooms
 Junk guard rail pieces and various scrap metal.
 RP seconded. Unanimous vote.
- 2.8 Recognize/Sign certificates of appreciation for Keith & Mary Letourneau for their assistance with the Green Care for Troops project. (see above)
- 2.9 Review/Approve Temporary Sign & Sandwich Board Policy for 276 Main Street.
 The Board reviewed the new policy - see attached. Mr. Sheehan informed the Board; the Building Commissioner did review and edit the policy ensuring it does comply with the zoning bylaws. NT moved to approve the Temporary Sign & Sandwich Board policy. RP seconded. Unanimous vote.
- 2.10 Budget message for FY2012.
 Mr. Sheehan reviewed with the Selectmen budget expectations and limitations for FY12, discussion included: projected State Aid cuts, unknown variables such as education, fixed costs, projected insurance increases, regionalization of services, reduced hours for municipal buildings, and possible privatization of services. Mr. Sheehan to schedule meetings with the Finance Committee for further budget discussions and recommendations.
- 2.11 Authorize the Highway Department to enter into deficit spending for the Snow & Ice Account for Fiscal Year 2011. The Board reviewed the memorandum as submitted by Ed Kukkula - please see attached. NT moved to authorize the Highway Department to enter into deficit spending for the snow & ice account for FY2011. RP seconded. Unanimous vote.

III. APPOINTMENTS OF PERSONNEL/OFFICIALS:

- 3.1 NT moved to appoint the following members to the Townsend Energy Committee:
 Sandra Brown with term effective December 7, 2010 to June 30, 2013
 Christopher Campion with term effective December 7, 2010 to June 30, 2012
 Susan Dejaniak with term effective December 7, 2010 to June 30, 2012
 Jeffrey Jones with term effective December 7, 2010 to June 30, 2012
 Andrew J. Sheehan with term effective December 7, 2010 to June 30, 2011
 RP seconded. Unanimous vote.

IV. WORK SESSION:

4.1 Board of Selectmen Representative Updates/Reports.

NT read announcements/updates submitted by the Town Clerk - see attached.

4.2 Town Administrator Report/Reminders

There were no reports/reminders.

4.3 NT moved to approve and sign the payroll warrant out of session. RP seconded. Unanimous vote.

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

V. ADJOURNMENT:

RP moved to adjourn the meeting at 8:04P.M. NT seconded. Unanimous vote.

Vote to release minutes of December 7, 2010 taken at the meeting held on _____, 2010.

SELECTMEN'S MEETING AGENDA
December 7, 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. Items 2.0, 2.11

VII. MEETING BUSINESS:

- 2.0 Review/Approve **General Obligation Bond issue to First Southwest in the amount of \$1,685,000**
- 2.1. Review/Approve/Sign all 2011 Alcoholic Common Victualer Restaurant Renewal License (s) as attached contingent upon a valid certificate of inspection issued by the Building Commissioner and signed off by the Fire Chief in accordance with Chapter 304 of the Acts of 2004.
- 2.2 Review/Approve/Sign 2011 Alcoholic Club Renewal License as attached contingent upon a valid certificate of inspection issued by the Building Commissioner and signed off by the Fire Chief in accordance with Chapter 304 of the Acts of 2004.
- 2.3 Review/Approve/Sign all 2011 Alcoholic and Walt & Malt Renewal Liquor License (s) as attached.
- 2.4 Review/Approve/Sign all 2011 Common Victualler license renewals as attached.
- 2.5 Review/Approve/Sign all Weekly and Sunday Entertainment license renewals as attached.
- 2.6 Review/Approve/Sign all Class I, II, III license renewals as attached.
- 2.7 Declare surplus the following items as requested by the Highway Superintendent:
 - 1 - sander Body
 - 1 - dump Body
 - 3 - cores to sweeper brooms
 - Junk guard rail pieces and various scrap metal.
- 2.8 Recognize/Sign certificates of appreciation for Keith & Mary Letourneau for their assistance with the Green Care for Troops project.
- 2.9 Review/Approve Temporary Sign & Sandwich Board Policy for 276 Main Street
- 2.10 Budget message for FY2012.
- 2.11 **Authorize the Highway Department to enter into deficit spending for the Snow & Ice Account for Fiscal Year 2011**

VIII. APPOINTMENTS OF PERSONNEL/OFFICIALS:

- 3.2 Appoint the following members to the Townsend Energy Committee:
 - Sandra Brown with term effective December 7, 2010 to June 30, 2013
 - Christopher Campion with term effective December 7, 2010 to June 30, 2012
 - Susan Dejniak with term effective December 7, 2010 to June 30, 2012
 - Jeffrey Jones with term effective December 7, 2010 to June 30, 2012
 - Andrew J. Sheehan with term effective December 7, 2010 to June 30, 2011

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: