



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
DECEMBER 21, 2010 - 7:00 P.M.
Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 The meeting was called to order at 7:02A.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.
- 1.4 NT moved to accept the meeting minutes for November 23, 2010. SL seconded. Unanimous Vote. NT moved to accept the meeting minutes for December 7, 2010. SL seconded. Unanimous vote.

II. MEETING BUSINESS:

- 2.1. In accordance with Procurement Policy #1-08 declare surplus property in the control of the Townsend Police Department as attached.
Lieutenant Profit met with the Board and outlined the process used to locate the owner (s) of the bicycles and what the Department has previously done with surplus items RP reviewed the list as attached. NT in accordance with Procurement Policy 1-08 I moved to declare the following items contain on the list incorporated therein as surplus. SL seconded. Unanimous vote.
- 2.2 Review/Approve Holiday Schedule for 2011.
The Board reviewed as attached. NT moved to approve the holiday schedule for 2011. SL seconded. Unanimous vote.
- 2.3 NT moved to approve the Albert J. Atwood Worthy Trust Fund request as recommended by the Abram S. French Fund Committee. SL seconded. Unanimous vote.

III. APPOINTMENTS OF PERSONNEL/OFFICIALS:

- 3.1 NT moved to appoint Laura Shifrin as Townsend Alternate member to the Montachusett Regional Planning Commission effective December 21, 2010 to June 30, 2011. SL seconded. Unanimous vote.

IV. APPOINTMENTS /HEARINGS

- 4.1 7:30P.M. Executive Session under exemption 1.
RP moved to address at the end of the meeting.

V. WORK SESSION:

5.1 *Board of Selectmen Representative Updates/Reports.*

NT read the attached announcement from the Police Department. NT reminded the public that Town Hall would be closed December 24, 2010 and December 31, 2010 for the holiday season.

5.2 *Town Administrator Report/Reminders*

Mr. Sheehan informed the Board that the Memorandum of Understanding between the Town and the Devens Regional Hazardous Waste Center should be ready for signature at the next scheduled Selectmen's meeting. Mr. Sheehan informed the Board that Pepperell Town Administrator John Moak is trying to organize a meeting with the Pepperell, Townsend, and Ashby Boards of Selectmen for discussion of the NMRDD school budget. SL relayed that Sue Robbins, a School Committee member is reaching out to the Finance Committees as well.

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.

4.1 7:30P.M. Executive Session under exemption 1.

NT moved to recess until 7:30P.M. at which time the Board will enter into executive session under exemption 1 and the Board will not return to open session. SL seconded. Roll call vote: RP (YES), NT (YES), and SL (YES).

Vote to release minutes of December 21, 2010 taken at the meeting held on _____, 2011.

**SELECTMEN'S MEETING AGENDA
DECEMBER 21, 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.
- 1.4 Review/Approve Meeting Minutes for November 23, 2010 and December 7, 2010.

VII. MEETING BUSINESS:

- 2.1. In accordance with Procurement Policy #1-08 declare surplus property in the control of the Townsend Police Department as attached.
- 2.2 Review/Approve Holiday Schedule for 2011.
- 2.3 Review/Approve Albert J. Atwood Worthy Trust Fund request as recommended by the Abram S. French Fund Committee.

VIII. APPOINTMENTS OF PERSONNEL/OFFICIALS:

- 3.1 Appoint Laura Shifrin as Townsend Alternate member to the Montachusett Regional Planning Commission effective December 21, 2010 to June 30, 2011.

IX. APPOINTMENTS /HEARINGS

- 4.1 7:30P.M. Executive Session under exemption 1.

X. 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.

XI. ADJOURNMENT: