



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
February 15, 2011 - 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 taken showed 2 members present and 1 absent: Chairman Robert Plamondon (RP) and Clerk Nicholas Thalheimer (NT) and absent Vice-Chairman Sue Lisio (SL)
- 1.3 RP moved to additions agenda items 2.0 & 4.5.
- 1.4 NT moved to approve the meeting minutes for January 25, 2011. RP seconded. Unanimous vote. NT moved to approve the meeting minutes for February 1, 2011. RP seconded. Unanimous vote.

II. MEETING BUSINESS:

- 2.0 Award of Number 1 Dog Tag contest winner
Sue Funaiole, Town Clerk announced the winner of the Dog Tag contest was Bailey Fitzgerald. Bailey along with her owner Eileen met with the Selectmen and the Town Clerk to accept the #1 dog tag in Townsend, along with other gifts to include: Dog Blanket, Gift Certificates from Central Plaza Pizza, Townsend Pizza, Stop-N-Style Hair Salon, Townsend Veterinarian Hospital, and PC Lan.
- 2.1 Review/Approve FY12 Budgets submitted to the Finance Committee.
The Board reviewed the budget submissions as attached. Discussion included: increases in the Selectmen's expenses, MIS expenses, Facility Maintenance, MRPC assessment, Nashoba Valley Technical assessment, Health Insurance, Workers Compensation, with a reduction in Street Lighting. Andrew Sheehan to schedule joint meeting (s) for budget discussions with the Finance Committee. RP to attend the budget hearing for the North Middlesex School Committee; early reports in the paper suggest a 7% increase for the school budget.
- 2.2 Review/Approve request for additional authorization of spending for the Fire Alarm Maintenance Special Revenue Revolving Account.
Fire-EMS Chief Don Klein met with the Selectmen. He explained the additional authorization was needed because of the funds received from the State for relocation of fire alarm equipment associated with the Wheeler Bridge reconstruction. The Selectmen reviewed the request as attached. NT moved to approve the request for an additional authorization of spending for the Fire Alarm Maintenance Special Revenue Revolving Account with spending cap of \$9,000.00. RP seconded. Unanimous vote.

- 2.3 Review/Discuss revised goals for 2011. (tabled from February 1, 2011)
RP moved to table discussion until the next meeting.
- 2.4 Review/Discuss Warrant for the March 1, 2011 Special Town Meeting.
The Board reviewed the articles as attached.
- 2.5 NT moved to approve a one-day liquor license application for Colin McNabb in conjunction with a “Knights of Columbus Dinner Party” to be held on March 5, 2011 with sale hours from 2:00P.M. to 11:00P.M. RP seconded. Unanimous vote.

III. APPOINTMENTS OF PERSONNEL/OFFICIALS:

- 3.1 NT moved to appoint Sue Funaiolo as the Municipal Liaison in accordance with the mandatory training and education mandate from the State Ethics Commission. SL seconded. Unanimous vote.
Andrew Sheehan to work with the Town Clerk to maintain accurate list of all staff/officials and volunteers that are required to complete the training.

IV. WORK SESSION:

- 4.1 *Board of Selectmen Representative Updates/Reports.*
NT congratulated the recipient of the Boston Post Cane Award. Don Klein informed the Board of the structure fire on West Meadow Road and thanked the towns of Lunenburg, Pepperell, Ashby, Ashburnham, Brookline, and Mason for their help.
- 4.2 *Town Administrator Report/Reminders*
Andrew Sheehan reminded the Board of the upcoming hearing to be held on February 23, 2011 for the rate increase that Unitil is requesting.
- 4.3 NT moved to review and sign the payroll warrant outside of session. RP seconded. Unanimous vote.
- 4.4 NT moved to review and sign the bills payable warrant outside of session. RP seconded. Unanimous vote.
- 4.5 Executive Session: exemption 1
NT moved at 7:39P.M. to enter into executive session under exemption 1 for discipline/character of employee and to adjourn directly from executive session. RP seconded. Roll call vote: RP (YES), NT (YES).
- 4.6

V. ADJOURNMENT:

Vote to release minutes of February 15, 2011 taken at the meeting held on _____, 2011.

SELECTMEN'S MEETING AGENDA
February 15, 2011 - 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. 2.0; 4.5
- 1.4 Review/Approve meeting minutes for January 25, 2011 and February 1, 2011.

VII. MEETING BUSINESS:

- 2.0 Award of Number 1 Dog Tag contest winner
- 2.1 Review/Approve FY12 Budgets submitted to the Finance Committee.
- 2.2 Review/Approve request for additional authorization of spending for the Fire Alarm Maintenance Special Revenue Revolving Account.
- 2.3 Review/Discuss revised goals for 2011. (tabled from February 1, 2011)
- 2.4 Review/Discuss Warrant for the March 1, 2011 Special Town Meeting.
- 2.5 Review/Approve one-day liquor license application for Colin McNabb in conjunction with a "Knights of Columbus Dinner Party" to be held on March 5, 2011 with sale hours from 2:00P.M. to 11:00P.M.

VIII. APPOINTMENTS OF PERSONNEL/OFFICIALS:

- 3.1 Discuss/Appoint a Municipal Liaison in accordance with the mandatory training and education mandate from the State Ethics Commission.

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.
- 4.5 Executive Session: exemption 1

X. ADJOURNMENT: