



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
MARCH 29, 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 3 members present: Chairman Robert Plamondon, (RP) Vice-Chairman Sue Lisio, (SL) and Clerk Nicholas Thalheimer (NT).
- 1.3 RP moved to add agenda item 4.4 to appoint call firefighters.
- 1.4 NT moved to approve the meeting minutes for March 1, 2011. SL seconded. Unanimous vote.

II. APPOINTMENTS /HEARINGS

- 2.1 Fire-EMS Chief Don Klein
 - Ambulance Billing Rate Approval.
 - Mutual Aid Agreements.

The Board met with Fire-EMS Chief Don Klein to discuss the newly requested billing rates. The Board reviewed the revised rates – please see attached. Chief Klein outlined the reasons why the increase is needed: Medicare reimbursement rates are far below the costs incurred, collection rates do not keep up with billable calls, Medicare and other insurance companies are slow to reimburse. The new rates were discussed and recommended by the billing company (Coastal) to help cover the actual costs to provide the service. SL requested statistical data on the average ages of patients that use the service, noting it would be interesting to know if more Medicare patients than private health insurance patients are using the service and how that relates to the billing and costs. NT moved to raise the billing rates as proposed to bring Townsend's service in line with the current billing rates. SL amended the motion, as outlined in the attached rate increase. SL seconded. Unanimous vote.

Review of the Mutual Aid agreements – please see attached. NT moved to accept and execute Mass Fire District 7 & 8 Regional Mutual Aid and Mass Fire District 8 Mutual Aid agreements. SL seconded. Unanimous vote.

RP suggested taking up agenda item 4.4 out of order. NT moved to appoint call firefighters Corey Capsalis and Joshua Chapman. SL seconded. Unanimous vote.

III. MEETING BUSINESS:

3.1. Review/Approve Policies as submitted by the Townsend Police Department.

The Board met with Lt. Profit to review the revised Police policies. Lt. Profit explained the new policies are part of the accreditation and certification process that the department has been preparing for over several years. He expressed his and the chief's appreciation to the unions in their assistance and cooperation with the policy updates. NT moved to approve the policies submitted by the Townsend Police Department. SL seconded. Unanimous vote.

3.2 Discussion, RE: Classification & Compensation Plan.

The Board reviewed the 2 proposals received. Discussion included: retirement study, appropriations for classification study, potential cost of implementation, previous classification plans and funding, expectations/review of the entire process. Town Administrator Andrew Sheehan recommending HRS as the favored consultant due to the outline of the services provided. NT moved to pursue a contract proposal for Human Resource Coordinated. SL seconded. Unanimous vote.

3.3 Review/Approve Support for expansion of the Bottle Bill.

NT read the resolution of support into the record - please see attached. RP outlined his reasons for not supporting the expansion of the bottle bill to include: additional costs incurred and concern for local businesses in Townsend. SL stated she supported personal responsibility for the recycling of bottles. NT moved to take no action. SL seconded. Unanimous vote.

3.4 NT moved to declare the week of May 1st - 8th, 2011 as "Days of Remembrance" week. SL seconded. Unanimous vote. NT read the proclamation into the record - please see attached.

3.5 Review/Sign Proclamation for Christopher Gian Puglia, RE Eagle Scout Award. NT read the proclamation into the record - please see attached. NT moved to sign the proclamation for Christopher Puglia and congratulated him for his success in achieving an eagle scout. SL seconded. Unanimous vote.

3.6 Review/Comment mandatory referral, RE: Planning Board site plan review.

The Board review the plan - please see attached. The Board decided to make no comment.

3.7 NT moved to authorize the Town Clerk to approve/sign Junk Collectors License for MJS Metals. SL seconded. Unanimous vote.

3.8 NT moved to approve and sign a one-day liquor license application for Norman Richard in conjunction with a "50th Birthday Party" to be held on April 2, 2011. SL seconded. Unanimous vote.

3.9 NT moved to approve and sign a one-day liquor license application for Norman Richard in conjunction with a "Family Reunion" to be held on April 16, 2011. SL seconded. Unanimous vote.

3.10 NT moved to approve and sign a one-day liquor license application for Norman Richard in

conjunction with a “30th Birthday Party” to be held on April 30, 2011. SL seconded. Unanimous vote.

IV. APPOINTMENTS OF PERSONNEL/OFFICIALS:

4.1 NT moved to appoint the following to the Town Properties Committee effective March 29, 2011 to February 29, 2012:

Karen Coughlin – Planning Board Representative
John Whittemore – Assessors Representative
Andrea Wood – Finance Committee Representative
Karen Chapman – Conservation Representative
Roger Rapoza – At-large Member
Laura Shifrin – At-Large Member

SL seconded. Unanimous vote.

4.2 Discuss Selectmen Representative to Charter Committee.

The Board to pursue an interested party to service as Selectmen’s Representative, if no one of interest found, NT to serve as Selectmen’s Rep for the Charter Review.

4.3 NT moved to appoint Amy Collins to the Board of Registrars for a three- year term effective April 1, 2011 to March 31, 2014.

V. WORK SESSION:

5.1 *Board of Selectmen Representative Updates/Reports.*

SL gave an update on the process of the Spaulding Roof replacement/repair. SL asked volunteers with any construction or finance background to help on the Building Committee that will formed to oversee the project.

5.2 *Town Administrator Report/Reminders*

Andrew Sheehan gave an update of the Green Communities designation and the Energy Committee. The Committee is meeting with its technical assistance consultant on April 5, 2011. Mr. Sheehan discussed the financing of the school roof along with his recommendation that it be financed with free cash. Mr. Sheehan announced the Division of Fisheries and Wildlife recent acquirement of a 50 acre parcel off Greenville Road.

NT read an announcement into the record regarding a public hearing on April 14, 2011 for review and comment of the Open Space & Recreation Plan, encourage all town residents to attend.

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.

2.2 NT moved at 8:37P.M. to enter into executive session under exemption 3, for a grievance hearing and collective bargaining and adjourn the meeting from executive session. SL seconded. Roll Call vote: RP (YES), NT (YES), and SL (YES).

VI. ADJOURNMENT:

Vote to release minutes of March 29, 2011 taken at the meeting held on _____, 2011.

SELECTMEN'S MEETING AGENDA

MARCH 29, 2011 - 7:00 P.M.

Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 Call the meeting to order.
- 1.2 Roll call.
- 1.3 Chairman's Additions or Deletions. Item 4.4
- 1.4 Review/Approve Meeting Minutes for March 1, 2011.

II. APPOINTMENTS /HEARINGS

- 2.1 Fire-EMS Chief Don Klein
 - Ambulance Billing Rate Approval.
 - Mutual Aid Agreements.

III. MEETING BUSINESS:

- 3.1. Review/Approve Policies as submitted by the Townsend Police Department.
- 3.2 Discussion, RE: Classification & Compensation Plan.
- 3.3 Review/Approve Support for expansion of the Bottle Bill.
- 3.4 Review/Sign Proclamation declaring May 1st – 8th, 2011 as “Days of Remembrance” week in honor of the victims of the Holocaust.
- 3.5 Review/Sign Proclamation for Christopher Gian Puglia, RE Eagle Scout Award.
- 3.6 Review/Comment mandatory referral, RE: Planning Board site plan review.
- 3.7 Vote to authorize Town Clerk to approve/sign Junk Collectors License, RE: MJS Metals.
- 3.8 Review/Approve/Sign one-day liquor license application for Norman Richard in conjunction with a “50th Birthday Party” to be held on April 2, 2011.
- 3.9 Review/Approve/Sign one-day liquor license application for Norman Richard in conjunction with a “Family Reunion” to be held on April 16, 2011.
- 3.10 Approve/Sign one-day liquor license application for Norman Richard in conjunction with a “30th Birthday Party” to be held on April 30, 2011.

IV. APPOINTMENTS OF PERSONNEL/OFFICIALS:

- 4.1 Appoint the following to the Town Properties Committee effective March 29, 2011 to February 29, 2012:

Karen Coughlin - Planning Board Representative
John Whittemore - Assessors Representative
Andrea Wood - Finance Committee Representative
Karen Chapman - Conservation Representative
Roger Rapoza - At-large Member
Laura Shifrin - At-Large Member

- 4.2 Discuss Selectmen Representative to Charter Committee.
- 4.3 Appoint Amy Collins to the Board of Registrars for a three- year term effective April 1, 2011 to March 31, 2014.
- 4.4 Appoint call firefighters Corey Capsalis and Joshua Chapman

V. 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.

VI. 2.2 Executive Session, RE: Grievance Hearing.

Collective Bargaining.

VII. ADJOURNMENT: