



Office of the  
**BOARD OF SELECTMEN**  
272 Main Street  
Townsend, Massachusetts 01469

Robert Plamondon, *Chairman*  
Andrew Sheehan,  
*Town Administrator*

Sue Lisio, *Vice-Chairman*

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**SELECTMEN'S MEETING MINUTES**  
**MAY 10, 2011 - 7:00 P.M.**  
**Selectmen's Meeting Chambers**

**I. PRELIMINARIES:**

- 1.1 RP announced to the audience that the meeting is being tape recorded
- 1.2 The meeting was called to order at 7:03P.M.
- 1.3 Roll call vote showed 3 members present: Chairman Robert Plamondon (RP), Vice-Chairman Sue Lisio (SL) and Clerk Nicholas Thalheimer (NT)
- 1.4 There were no Chairman's additions or deletions.
- 1.5 Review/Approve Meeting Minutes for March 29, 2011, April 12, 2011, April 26, 2011 and May 3, 2011.  
NT moved to approve the meeting minutes for March 29, 2011. SL seconded. Unanimous vote.  
NT moved to approve the meeting minutes for April 12, 2011. SL seconded. Unanimous vote.  
NT moved to approve the meeting minutes for April 26, 2011. SL seconded. Unanimous vote.  
NT moved to approve the meeting minutes for May 5, 2011. SL seconded. Unanimous vote.

**II. APPOINTMENTS /HEARINGS**

- 2.1 Walter Mann, Trustee for Soldier Memorials  
The Board met with Walter Mann for the purpose of discussing a memorial room dedicated to the servicemen of World War I & II. Mr. Mann explained that there are 17 memorial squares and they are difficult to keep maintained. The Trustees are proposing that a room be dedicated, preferably meeting room 2 in the Town Hall, for the 17 servicemen from Townsend. Mr. Mann showed the Board a prototype commemorating the service member with a photo of the veteran, a photo of the memorial square and a bio. Mr. Mann suggested naming the room Goldstar Memorial Room, (as outlined in attached description). Discussion included: public service program on the community channel, evaluating other areas within town hall that may have higher visibility, dedication of the memorial plaques to possibly coincide with Veterans Day. Andrew Sheehan to work with Mr. Mann and the Trustees to locate the best possible area for a memorial dedication and to come back to the Selectmen at a later date with a proposal. NT moved to support the concept for what may or may not become the Goldstar Memorial Room. SL seconded. Unanimous vote.

### **III. MEETING BUSINESS:**

- 3.1. Review/Approve/Sign contract for installation of Gas Service for the West Townsend Fire Station and the West Townsend Reading Room with Util.  
The Board reviewed the contracts - please see attached. NT moved to execute the contract with Util regarding the installation of gas service at the West Townsend Fire Station. SL seconded. Unanimous vote.  
NT moved to execute the contract with Util regarding the installation of gas service at the West Townsend Reading Room. SL seconded. Unanimous vote.
- 3.2 Approve/Sign proclamation declaring May 16-22, 2011 as National Public Works Week in Townsend. NT read the proclamation into the record - please see attached. Mr. Sheehan outlined the Touch-A-Truck event to take place on May 21, 2011 at the Highway Garage. NT moved to approve the proclamation declaring May 16-22, 2011 as National Public Works Week in the Town of Townsend.
- 3.3 NT moved to approve a one day liquor license application for Kenneth Saucier, South Fitchburg Hunting & Fishing club for May 22, 2011 in conjunction with a "Meat Raffle". SL seconded. Unanimous vote.
- 3.4 NT moved to approve a one day liquor license application for Kenneth Saucier, South Fitchburg Hunting & Fishing club for May 28, 2011 in conjunction with a "Family Reunion". SL seconded. Unanimous vote.
- 3.5 NT moved to approve a one day liquor license application for Kenneth Saucier, South Fitchburg Hunting & Fishing club for June 26, 2011 in conjunction with a "Meat Raffle". SL seconded. Unanimous vote.
- 3.6 NT moved to approve a one day liquor license application for Kenneth Saucier, South Fitchburg Hunting & Fishing club for August 28, 2011 in conjunction with a "Meat Raffle". SL seconded. Unanimous vote.

### **IV. WORK SESSION:**

#### 4.1 Board of Selectmen Representative Updates/Reports.

There were no updates or reports.

#### 4.2 Town Administrator Report/Reminders

Updates included: existing vacancies on the Town Properties Committee, the Energy Committee, and the School Building Committee; feedback regarding the town meeting process, relaying different ideas presented to be better prepared and improve availability of information. Mr. Sheehan informed the Selectmen of an incident concerning a resident who spoke on the budget at town meeting reported to the Water Department he was receiving harassing phone calls.

- 4.3 NT moved to approve and sign the payroll warrant outside of the meeting. SL seconded. Unanimous vote.
- 4.4 NT moved to approve and sign the bills payable warrant outside of the meeting. SL seconded. Unanimous vote.

### **V. ADJOURNMENT:**

RP moved to adjourn the meeting at 7:35P.M. NT seconded. Unanimous vote.

Vote to release minutes of May 10, 2011 taken at the meeting held on \_\_\_\_\_, 2011.

## SELECTMEN'S MEETING AGENDA

MAY 10, 2011 - 7:00 P.M.

Selectmen's Meeting Chambers

### I. PRELIMINARIES:

- 1.1 Notice to the audience that this meeting is being tape recorded
- 1.2 Call the meeting to order.
- 1.3 Roll call.
- 1.4 Chairman's Additions or Deletions.
- 1.5 Review/Approve Meeting Minutes for March 29, 2011, April 12, 2011, April 26, 2011 and May 3, 2011.

### II. APPOINTMENTS /HEARINGS

- 2.1 Walter Mann, Trustee for Soldier Memorials

### III. MEETING BUSINESS:

- 3.1. Review/Approve/Sign contract for installation of Gas Service for the West Townsend Fire Station and the West Townsend Reading Room with Until.
- 3.2 Approve/Sign proclamation declaring May 16-22, 2011 as National Public Works Week in the Town of Townsend.
- 3.3 Review/Approve one day liquor license application for Kenneth Saucier, South Fitchburg Hunting & Fishing club for May 22, 2011 in conjunction with a "Meat Raffle".
- 3.4 Review/Approve one day liquor license application for Kenneth Saucier, South Fitchburg Hunting & Fishing club for May 28, 2011 in conjunction with a "Family Reunion".
- 3.5 Review/Approve one day liquor license application for Kenneth Saucier, South Fitchburg Hunting & Fishing club for June 26, 2011 in conjunction with a "Meat Raffle".
- 3.6 Review/Approve one day liquor license application for Kenneth Saucier, South Fitchburg Hunting & Fishing club for August 28, 2011 in conjunction with a "Meat Raffle".

### IV. 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.

### V. ADJOURNMENT: