



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
June 27, 2011 - 6:00 P.M.
Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 The meeting was called to order at 6:00PM.
- 1.2 Roll call showed 2 members present: Vice-Chair Sue Lisio (SL) and Clerk Nicholas Thalheimer, (NT); and 1 member absent: Chairman Robert Plamondon, (RP)
- 1.3 Chairman's Additions or Deletions. There were none

II. APPOINTMENTS /HEARINGS

There were none

III. MEETING BUSINESS:

- 3.1 Discuss and make recommendation on Special Town Meeting article
The Board discussed the article for the Special Town Meeting. NT moved to recommend in favor of the article. SL seconded. 2-0.
- 3.2 Request from Town Administrator Andrew Sheehan to sell back unused vacation
Mr. Sheehan explained that he has been unable to use all of his vacation leave and requested permission to sell back one week, per his contract. He explained that he will not make this a regular practice, as his preference is to use vacation for the intended purpose. NT moved to approve the request to sell back one week of vacation. SL seconded. 2-0.
- 3.3 Inter-municipal Transfers: Vote on department requests to transfer funds
 - Board of Selectmen: The Board was in receipt of a memo from the Town Administrator, Andrew Sheehan. He explained that he is requesting two transfers: one to cover anticipated expenses at the close of the fiscal year and the other to fund the buy back of his vacation, as discussed and approved in 3.2 above. NT moved to approve the transfers as requested. SL seconded. 2-0.
 - Police Dept.: The Board was in receipt of a memo from Chief Marshall requesting transfers for Animal Control and for Other Services. NT moved to approve the two Police Department transfers as requested. SL seconded. 2-0.

IV. APPOINTMENTS OF PERSONNEL/OFFICIALS:

There were none

V. WORK SESSION:

- 5.1 Board of Selectmen Representative Updates/Reports.

There were none.

5.2 Town Administrator Report/Reminders

There were none.

5.3 Review/Sign Payroll Warrant.

5.4 Review/Sign Bills Payable Warrant.

VI. RECESS

At 6:15PM the Board recessed to the Special Town Meeting.

VII. SPECIAL TOWN MEETING



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SELECTMEN'S MEETING AGENDA
June 27, 2011 - 6:00 P.M.
Selectmen's Meeting Chambers

VIII. 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.

IX. APPOINTMENTS /HEARINGS

X. MEETING BUSINESS:

- 3.1 Discuss and make recommendation on Special Town Meeting article
- 3.2 Request from Town Administrator Andrew Sheehan to sell back unused vacation
- 3.2 Inter-municipal Transfers: Vote on department requests to transfer funds
 - Board of Selectmen
 - Police Dept.

XI. APPOINTMENTS OF PERSONNEL/OFFICIALS:

XII. 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.

XIII. RECESS

XIV. SPECIAL TOWN MEETING