



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
AUGUST 2, 2011 - 7:00 P.M.
Selectmen's Meeting Chambers

I. PRELIMINARIES:

- 1.1 The Chairman informed the audience that the meeting is being tape recorded
- 1.2 At 7:02 the meeting was called to order.
- 1.3 Roll call showed all members present: Robert Plamondon, chairman (RP), Sue Lisio, vice Chairman (S), and Nicholas Thalheimer, clerk (NT).
- 1.4 Chairman's Additions or Deletions: The chairman noted there will be an executive session at the conclusion of the public portion of the meeting.
- 1.5 Review/Approve Meeting Minutes for July 19, 2011. This item was deferred to August 19.

II. APPOINTMENTS /HEARINGS

- 2.1 7:05P.M. Recreation Commission, RE: Appointment in accordance with 3-1 (f) of the Charter for a term to expire at the next town election.
Sharon Whittier and Lynne LeBlanc of the Recreation Commission were present for the joint appointment to fill a vacancy on the Commission. The Commission had put forth the name of Jennifer McLaughlin. NT moved to appoint Jennifer McLaughlin to fill the remainder of the term. SL seconded. The result of the vote of the members of the Board of Selectmen and Recreation Commission was 5-0.

III. MEETING BUSINESS:

- 3.1. Review/Award bids for the ARRA funded project to upgrade the HVAC systems and insulation of the building (s) for the West Townsend Reading Room and the West Townsend Fire Station.
Mr. Sheehan reported that the project is funded with Stimulus money through the Mass. Dept. of Energy Resources (DOER). The grant was won by Greg Barnes and was originally to upgrade heating systems at the Hart Library, West Townsend Reading Room, and West Townsend Fire Station. Once the Town began researching prices it was determined that the grant would not cover all three buildings. The vacant Hart Library was therefore dropped from the project. Mr. Sheehan reported that the project was bid three times: the first time resulted in one incomplete bid; the second time resulted in bids that exceeded the grant amount; and the third time the bids came in within the grant amount. He recommended awarding the contracts to Liberty Insulation at \$8,972.25 for the Reading Room and \$13,845 at the Fire Station; Top Notch Plumbing & Heating at \$8,950 at the Reading Room; and

Keith Beaudoin Plumbing & Heating at \$18,756.82 at the Fire Station. NT disclosed a friendship with one of the bidders and said he would abstain from voting. SL moved to award the contracts as recommended. RP seconded. 2-0-1 (NT).

IV. APPOINTMENTS OF PERSONNEL/OFFICIALS:

4.1 Appoint the following as Election workers for a term effective September 1, 2011 to August 31, 2012:

Warden:	Carol Beauchamp	Betty Mae Tenney	Jane Stonefield
Deputy Warden:	Stephen Baldwin	Carol Wright	
Clerk:	Avis Roy	Sharon LaCasse	Helen Kezar
Ballot Clerks:	Louise Thorpe	Paula Woodman	Marcia MacMaster

Other Election Workers:

Connie Giles, Heidi C. Monroe, Carol Buxton, Mary West, Cheryl Simoneau, Claire Kauppi, Norman Richard, Beulah Greenough, Jack Walsh, Donald Keefe, Alan Barnaby, Charlene Smith, Irene Johnson, Eric Aaltonen, Shirley Call, John Stonefield, Lonna Thiem, Robert Amadon, Paul Nicoli, Stephen Spofford, Janet Wesson, William Roberts, Sandra Tuttle, Mary Kerwood, Shirley Morton, and Darlene Coit.

NT moved to appoint the named individuals for the term listed. SL seconded. Unanimous.

V. WORK SESSION:

5.1 Board of Selectmen Representative Updates/Reports.

5.2 Town Administrator Report/Reminders

- Mr. Sheehan reported that the rate increase requested by Unitil was reduced by the Mass. Dept. of Public Utilities (DPU). The DPU rejected the portion of Unitil's request for a rate increase that would have reimbursed it for expenses incurred during and after the December 2008 ice storm. RP said he has noticed limbs on and near wires and asked Mr. Sheehan to get a Unitil representative to come to a Selectmen's meeting to talk about the tree trimming program.
- Mr. Sheehan reported that the Mass. School Building Authority (MSBA) has formally approved the North Middlesex Regional School District's application for reimbursement. The approval covers both the Spaulding Roof project and the Ashby Elementary School project.
- Mr. Sheehan reported that the State is expected to make up for reductions in Local Aid with a supplemental distribution. The FY12 State budget includes a provision to reimburse towns for cuts in Local Aid. He expects the money to come in this fall.
- Mr. Sheehan reported that there are two vacancies on the Energy Committee and one on the Spaulding School Building Committee. Interested residents should contact his office.
- SL and Mr. Sheehan reported on the recent ribbon cutting at the Devens Regional Household Hazardous Products Collection Center. Mr. Sheehan noted that the first person to use the facility was a Townsend resident. Residents will be able to use the facility on any of the 20 days per year that it is open.

5.3 Review/Sign Payroll Warrant. NT moved to sign payroll warrants. SL seconded. Unanimous.

5.4 Review/Sign Bills Payable Warrant. NT moved to sign bills payable warrants. SL seconded. Unanimous.

Executive Session. At 7:25 NT moved to enter executive session under exemption 2, collective bargaining, with no return to open session. SL seconded. SL aye, NT aye, RP aye.

7:38 The meeting was adjourned.

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SELECTMEN'S MEETING AGENDA
AUGUST 2, 2011 - 7:00 P.M.
Selectmen's Meeting Chambers

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- 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 July 19, 2011.

VII. APPOINTMENTS /HEARINGS

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VIII. MEETING BUSINESS:

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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: