



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**  
**AUGUST 30, 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 The meeting was called to order at 7:02P.M.
- 1.3 Roll call vote showed 3 members present: Chairman Robert Plamondon (RP), Vice-Chair Sue Lisio, (SL) and Clerk Nicholas Thalheimer (NT).
- 1.4 There was one Chairman's addition: Item 2.6 air bottle filling station.
- 1.5 NT moved to approve the regular meeting minutes for August 16, 2011. SL seconded. Unanimous vote.
- 1.6 NT moved to approve and the release the executive session minutes for February 1, 2011. SL seconded. Unanimous vote.
- 1.7 NT moved to approve and not release the executive session minutes for May 11, 2010 and February 15, 2011. SL seconded. Unanimous vote.

**II. MEETING BUSINESS:**

- 2.1 Review certified vote for the Green Repair project for the Spaulding Memorial School.  
Andrew Sheehan, Town Administrator outlined the reasons needed for the vote authorizing the School Superintendent in consultation with the Town Administrator to administer the grant and act as the financing agent. The Board reviewed the request - see attached.  
NT moved to authorize Superintendent Maureen Marshall in consultation with Town Administrator Andrew J. Sheehan to execute the MSBA Project Funding Agreement for the Spaulding Memorial School in Townsend for the roof related "green" repair project. SL seconded. Unanimous vote  
NT moved to authorize Superintendent Maureen Marshall in consultation with Town Administrator Andrew J. Sheehan to make all final and binding decisions with respect to the Townsend MSBA project. SL seconded. Unanimous vote.
- 2.2 NT moved to approve and sign a Common Victualler license for McDonalds Restaurants of Massachusetts. SL seconded. Unanimous vote.
- 2.3 NT moved to approve a one-day special liquor license for Norman Richard in conjunction with a 60<sup>th</sup> Birthday Party to be held on September 10, 2011 with sale hours from 7:00P.M. to 11:00P.M. SL seconded. Unanimous vote.
- 2.4 NT moved to approve a one-day special liquor license for Colin McNabb in conjunction with an "October Fest" to be held on September 24, 2011 with sale hours from 6:00P.M. to 9:00P.M. SL seconded. Unanimous vote.

- 2.5 NT moved to approve an Albert J. Atwood Worthy Trust Fund request as submitted by the Abram S. French Fund Committee. SL seconded. Unanimous vote.
- 2.6 The Board reviewed the lease purchase agreement for the acquisition of the air bottle filling station compressor for the Fire Department – please see attached.  
NT moved to authorize AS to sign and execute the contract and associated other items. SL seconded. Unanimous vote.

### **III. APPOINTMENTS OF PERSONNEL/OFFICIALS:**

- 3.1 NT moved to appoint Patricia O'Reilly as Crossing Guard for the Townsend Police for a one-year term effective July 1, 2011 to June 30, 2012. SL seconded. Unanimous vote.
- 3.2 NT moved to appoint John Coolidge to the Energy Committee effective August 30, 2011 for a term to expire when the charge of the committee is complete. SL seconded. Unanimous vote.
- 3.3 NT moved to appoint James Gage to the Spaulding Memorial School Building Committee effective August 30, 2011 and to expire when the charge of the committee is complete. SL seconded. Unanimous vote.

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

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

RP asked to the Board to direct the Town Administrator to look into the status of the Merrimack Education Collaborative. SL outlined her concerns in the status of the contract and the School Committee's position on the matter. SL moved to have Andrew Sheehan check into the status of the contract and report back the Board. NT seconded. Unanimous vote. Further discussion included: update on Unitil response during the hurricane, rate increase, complaints from residents regarding customer during storm, communication and update issues, and hurricane preparedness.

#### **4.2 Town Administrator Report/Reminders**

Andrew Sheehan updates included: 911 ceremony in Worcester, Massachusetts Remembers, and Devens Hazardous Waste Center.

4.3 NT moved to review and sign the payroll warrant out of session. RP seconded. Unanimous vote.

4.4 NT move to review and sign the bills payable warrant outside of the meeting. SL seconded. Unanimous vote.

### **V. ADJOURNMENT:**

RP moved to adjourn the meeting at 7:45P.M. SL seconded. Unanimous vote.

Vote to release minutes of August 30, 2011 taken at the meeting held on \_\_\_\_\_, 2011.

**SELECTMEN'S MEETING AGENDA**  
**AUGUST 30, 2011 - 7:00 P.M.**  
**Selectmen's Meeting Chambers**

**VI. 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 the regular meeting minutes for August 16, 2011.
- 1.6 Approve/Release the executive session minutes for February 1, 2011.
- 1.7 Approve and not release the executive session minutes for May 11, 2010 and February 15, 2011.

**VII. MEETING BUSINESS:**

- 2.1 Review certified vote for the Green Repair project for the Spaulding Memorial School.
- 2.2 Review/Approve/Sign Common Victualler license for McDonalds Restaurants of Massachusetts.
- 2.3 Review/Approve/Sign a one-day special liquor license for Norman Richard in conjunction with a 60<sup>th</sup> Birthday Party to be held on September 10, 2011 with sale hours from 7:00P.M. to 11:00P.M.
- 2.4 Review/Approve/Sign a one-day special liquor license for Colin McNabb in conjunction with an "October Fest" to be held on September 24, 2011 with sale hours from 6:00P.M. to 9:00P.M.
- 2.5 Review/Approve an Albert J. Atwood Worthy Trust Fund request as submitted by the Abram S. French Fund Committee.

**VIII. APPOINTMENTS OF PERSONNEL/OFFICIALS:**

- 3.1 Appoint Patricia O'Reilly as Crossing Guard for the Townsend Police for a one-year term effective July 1, 2011 to June 30, 2012.
- 3.2 Appoint John Coolidge to the Energy Committee effective August 30, 2011 for a term to expire when the charge of the committee is complete.
- 3.3 Appoint James Gage to the Spaulding Memorial School Building Committee effective August 30, 2011 and to expire when the charge of the committee is complete.

**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.

**X. ADJOURNMENT:**

