



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**  
**SEPTEMBER 20, 2011 - 6:30 P.M.**  
**Selectmen's Meeting Chambers**

**I. PRELIMINARIES:**

- 1.1 6:32PM: The meeting was called to order.
- 1.2 Roll call showed 2 members present: Chairman Robert Plamondon (RP) and Clerk Nicholas Thalheimer (NT).
- 1.3 Chairman's Additions or Deletions. Item 2.7 was added to the agenda.

**II. MEETING BUSINESS:**

- 2.1 Announce the intent of the Massachusetts Department of Conservation & Recreation (DCR) to purchase 50+ acres of land, waiving the required 120 day notification in accordance with 301 CMR 51.00.  
The Board announced the intention of the DCR's plan to purchase approximately 50 acres off Barker Hill Road and discussed the requested waiver of notice. NT moved to waive the 120 day notice. RP seconded. Unanimous.
- 2.2 Review/approve agreement with Dimitrios Contracting for the exterior paint and window glazing for Memorial Hall.  
Mr. Sheehan announced that 9 bids were received for painting and window glazing at Town Hall. He is recommending the Board sign and award a contract to Dimitrios Contracting. NT moved to award to Dimitrios Contracting for \$32,400. RP seconded. Unanimous.
- 2.3 Review/vote to close Brookline Street for the Annual Gregory Reeves Memorial Scholarship Run to be held on October 8, 2011.  
NT moved to close Brookline Street for the Greg Reeves Memorial Scholarship Run. RP seconded. Unanimous.
- 2.4 Review/sign proclamation for Avis A. Roy for the William E. May Endowment award ceremony.  
NT moved to sign the proclamation for Avis Roy. RP seconded. Unanimous.
- 2.5 Review/Approve Highway Department Chapter 90 Project Requests and Environmental Punch Lists for work on Wallace Hill Road and New Fitchburg Road  
Mr. Sheehan explained that the c. 90 request was for renting heavy equipment for Wallace Hill Road and crack sealing on New Fitchburg Road. NT moved to approve the c. 90 requests as presented. RP seconded. Unanimous.
- 2.6 Review/Approve Unutil's Application to Cross, Alter, or Construct Within a Town Way for work between 71 and 65 Main Street.  
NT moved to approve the Application as presented. RP seconded. Unanimous.
- 2.7 Approve closure of Town Offices for employee picnic.

Mr. Sheehan explained that an employee picnic has been planned for September 29, 2011 and he is requesting permission to close offices from 11Am to 2PM.

NT moved to close the Town Offices on September 29, 2011 from 11AM to 2PM. RP seconded. Unanimous.

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

3.1 Appoint Cathy Lincoln to the Townsend Fire-EMS Department as an EMT effective September 13, 2011 with a 6-month probationary period.

NT moved to appoint Cathy Lincoln to the Townsend Fire-EMS Department. RP seconded. Unanimous.

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

4.1 *Board of Selectmen Representative Updates/Reports.*

There were no updates given.

4.2 *Town Administrator Report/Reminders*

There were no updates given.

4.3 Review/Sign Payroll Warrant.

NT moved to sign payroll warrants. RP seconded. Unanimous

4.4 Review/Sign Bills Payable Warrant.

NT moved to sign Bills Payable warrants. RP seconded. Unanimous

**V. ADJOURNMENT:** The meeting was adjourned at 6:54PM



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**SELECTMEN'S MEETING AGENDA**  
**SEPTEMBER 20, 2011 - 6:30 P.M.**  
**Selectmen's Meeting Chambers**

**VI. PRELIMINARIES:**

- 1.1 Call the meeting to order.
- 1.2 Roll call.
- 1.3 Chairman's Additions or Deletions.

**VII. MEETING BUSINESS:**

- 2.1 Announce the intent of the Massachusetts Department of Conservation & Recreation (DCR) to purchase 50+ acres of land, waiving the required 120 day notification in accordance with 301 CMR 51.00.
- 2.2 Review/approve agreement with Dimitrios Contracting for the exterior paint and window glazing for Memorial Hall.
- 2.3 Review/vote to close Brookline Street for the Annual Gregory Reeves Memorial Scholarship Run to be held on October 8, 2011.
- 2.4 Review/sign proclamation for Avis A. Roy for the William E. May Endowment award ceremony.
- 2.5 Review/Approve Highway Department Chapter 90 Project Requests and Environmental Punch Lists for work on Wallace Hill Road and New Fitchburg Road
- 2.6 Review/Approve Unital's Application to Cross, Alter, or Construct Within a Town Way for work between 71 and 65 Main Street.

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

- 3.1 Appoint Cathy Lincoln to the Townsend Fire-EMS Department as an EMT effective September 13, 2011 with a 6-month probationary period.

**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:**