



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

Nicholas Thalheimer, *Chairman*
Andrew Sheehan,
Town Administrator

Sue Lisio, *Vice-Chairman*

Robert Plamondon, *Clerk*
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SELECTMEN'S MEETING MINUTES
MAY 1, 2012
6:00 P.M.
SELECTMEN'S MEETING CHAMBERS

I PRELIMINARIES

- 1.1 The chairman called the meeting to order at 6:02PM.
- 1.2 Roll call showed Nicholas Thalheimer (NT), Sue Lisio (SL), and Robert Plamondon (RP) present.
- 1.3 The chairman gave notice that the meeting is being tape recorded
- 1.4 Chairman's Additions or Deletions: Items 3.4, 3.5, and 3.6 were added and item 2.1 was deleted.

II APPOINTMENTS /HEARINGS

- 2.1 6:05: Energy Committee. Presentation and discussion of Energy Reduction Plan for Green Communities designation. Votes may be taken
Mr. Sheehan reported that the Energy Committee has asked to reschedule to 5/22/12.

III MEETING BUSINESS

- 3.1 Request from Town Counsel for Determination of Consent Pursuant to Mass. Rules of Professional Conduct, Rule 1.7, Representation of the Towns of Groton, Lunenburg, and Townsend; Intermunicipal Agreement for Paramedic Intercept Services. Votes may be taken.
RP moved to sign the determination. SL seconded. Unanimous.
- 3.2 Request of the Town of Lunenburg to support an amicus brief in Lunenburg's appeal to the Mass. Appeals Court relative to a Housing Appeals Court case overturning Lunenburg's denial of a Comprehensive Permit under G. L. c. 40B. Votes may be taken.
Mr. Sheehan gave some background on the case and the nature of the request from Lunenburg. RP moved to send a letter in support of the amicus brief. SL seconded. Unanimous.
- 3.3 Town Meeting discussion and review of motions. Votes may be taken.
The Board discussed the articles and decided who would read particular articles.
- 3.4 Capital Plan, Article 15: Floor amendment to include fuel management system
The Board discussed the Capital Planning request which is article 15 on the ATM. Mr. Sheehan said the Finance Committee voted on 4/26/12 to make a floor amendment to include the Highway Department's fuel management system. The Finance Committee recommends transferring \$30,000 from the general fund stabilization account.
- 3.5 Classification Plan modification/correction:

Children's Librarian, Molly Benevides: \$920.40

Librarian I, Nicole Kramer: \$364.80

Mr. Sheehan told the Board that the Town Accountant needs a vote confirming the classification of the children's librarian and one of the librarian I employees, Nicole Kramer. He reminded the Board that it made a similar vote at the last meeting regarding part time telecommunicators. RP moved to transfer funds from the salary reserve to the library budget as follows: Children's Librarian, Molly Benevides: \$920.40 and Librarian I, Nicole Kramer: \$364.80. SL seconded. Unanimous.

- 3.6 Executive Assistant to Town Administrator: Discussion of modification of job duties and scheduled hours

Mr. Sheehan said he is considering ways in which to restructure the vacant position of Executive Assistant to the Town Administrator in order to best serve the office and the town. He said he would have a detailed recommendation for the Board's next meeting.

IV WORK SESSION

- 5.1 Board of Selectmen Updates/Reports

None

- 5.2 Town Administrator Updates/Reports

None

- 5.3 Review/Sign Payroll Warrant. RP moved to sign payroll warrants. SL Seconded. Unanimous.

- 5.4 Review/Sign Bills Payable Warrant. RP moved to sign payroll warrants. SL Seconded. Unanimous.

6:43PM RP moved to adjourn and reconvene at the Annual and Special Town Meeting. SL seconded. Unanimous.