



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

Nicholas Thalheimer, *Chairman*

Sue Lisio, *Vice-Chairman*

Robert Plamondon, *Clerk*

Andrew J. Sheehan,  
*Town Administrator*

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**SELECTMEN'S MEETING MINUTES**  
**JULY 17, 2012**  
**SELECTMEN'S MEETING CHAMBERS**

**I PRELIMINARIES**

- 1.1 The Chairman called the meeting to order at 7:00.
- 1.2 The roll call showed chairman Nicholas Thalheimer (NT), vice chairman Sue Lisio (SL), and clerk Robert Plamondon (RP) present.
- 1.3 NT gave notice that the meeting is being tape recorded
- 1.4 Chairman's Additions or Deletions: NT stated that item 2.2 was deleted from the agenda and item 3.7 was an addition to the agenda.
  
- 3.1 Request from Town Clerk Susan Funaiole to send a letter to the Secretary of State authorizing the use of paper ballots in special elections.  
Mr. Sheehan told the Board that this would apply specifically to special elections in the Summer or Fall. It would not apply to anything normally scheduled. RP moved to send a letter to the Secretary of State regarding the use of paper ballots in special elections. SL seconded. Unanimous.
- 3.2 Sign Warrant for 2012 State Primary Election.  
Mr. Sheehan announced that the Primary Election will be held September 6, 2012. RP moved to sign the Warrant for 2012 State Primary Election. SL seconded. Unanimous.

**II APPOINTMENTS & HEARINGS**

- 2.1 7:05: Cable Television Public Hearing to take public input on whether Comcast is in compliance with its current license and determine the Town's future cable related needs; and determine whether to issue a cable license to Comcast.  
NT opened the Hearing. A sign-in form was circulated.  
Atty. Bill Hewig from Kopelman & Paige summarized the cable franchise renewal process. Numerous citizens commented that the area of Vinton Pond Road/Bayberry Hill Road is not served by Comcast. They are forced to rely on dial-up internet service, which is slow and impedes productivity in school and work. Atty. Hewig pointed out that the franchise agreement only covers cable television services; high speed internet is an additional service that is offered but is outside the scope of this hearing. The residents asked that the Board do what they can to make Comcast fill in the gaps in their service area. Atty. Hewig stated that a Cable Advisory Committee is often useful in working through the issues with the cable provider. The Board encouraged attendees to become involved in the process by filling out a volunteer response form to serve on the committee.  
At 7:40 NT closed the public hearing.
- 2.3 Fire Department promotions:  
Chief Don Klein requested moving to 2.3.3 first. NT moved 2.3.3 out of order.
- 2.3.3 Badge pinning for new Firefighters who have completed 6-month training program. Chief Klein invited the following firefighters to come forward along with the person who will pin them:

Jeffery Beal                      James Normington      Cody Collins  
Andrew Virotsko                Steve Mongelli           Jonathan Kinney (not present)

The Board congratulated the new firefighters and thanked them for their service.

- 2.3.1 Promotion of John Tuomi to Full Time Firefighter/EMT-P (Paramedic).  
RP moved to promote John Tuomi to Full Time Firefighter/EMT-P (Paramedic) at grade T5/level 5 and a rate of \$19.93/hour. SL seconded. Unanimous.
- 2.3.2 Promotion of David Mazza to Full Time firefighter/EMT & Fire Prevention Officer.  
RP moved to promote David Mazza to Full Time Firefighter/EMT-P (Paramedic) at grade T5/level 5 and a rate of \$19.93/hour. SL seconded. Unanimous.

### III MEETING BUSINESS

- 3.3 Request of Unitil for Permit to cross, alter, and/or construct within a Town way, to install a gas service to 83 Warren Road.  
RP moved to approve a Permit for Unitil. SL seconded. Unanimous.
- 3.4 Request of Chris Clish, Council on Aging Director, to approve the hiring of Peter F. Buxton as a substitute van driver.  
The item was tabled until a later date.
- 3.5 Discussion of updates to the Personnel Policies & Procedures Manual.  
Mr. Sheehan stated that it has been 8 years since the last revision. He will provide the Selectmen with a comprehensive packet to assist them in their review. The packet will include the current policies as well as examples from other communities.
- 3.6 Hart Library: update on request for proposals.  
Mr. Sheehan announced that no proposals were received. The Board decided to conduct a site walk on 7/24/12.
- 3.7 Acceptance of resignation of Karen Clement, Recreation Director.  
RP moved to accept the resignation effective 8/19/12. SL seconded. Unanimous.

### IV WORK SESSION

- 4.1 Board of Selectmen Updates/Reports  
None
- 4.2 Town Administrator Updates/Reports  
Mr. Sheehan summarized the special meeting of the School Committee last night. School Committee member Rob Templeton answered questions from the Board. There will be a special meeting of the School Committee on Tuesday July 19, 2012 at 6:00 pm. At which time a budget will be voted Mr. Sheehan recommended a special meeting of the Selectmen on July 24 at 6PM to sign the special election and special town meeting warrants. The Board members agreed.  
Mr. Sheehan reported that the holder of the Boston Post Cane passed away and the cane needs to be presented to the oldest resident in Townsend. The Board asked that it be scheduled it for a regular Selectmen's meeting.
- 4.3 Review/Sign Payroll Warrant. RP moved to sign warrants out of session. SL seconded. Unanimous.
- 4.4 Review/Sign Bills Payable Warrant: RP moved to sign warrants out of session. SL seconded. Unanimous.

8:35PM                      The meeting was adjourned.