



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

Nicholas Thalheimer, *Chairman*
Andrew J. Sheehan,
Town Administrator

Sue Lisio, *Vice-Chairman*

Robert Plamondon, *Clerk*
Office (978) 597-1700
Fax (978) 597-1719

SELECTMEN'S MEETING MINUTES
JULY 31, 2012 - 7:00 P.M.
SELECTMEN'S MEETING CHAMBERS

I PRELIMINARIES

- 1.1 The Chairman called the meeting to order at 7:02 pm and roll call showed chairman Nicholas Thalheimer (NT) and clerk Robert Plamondon (RP) in attendance.
- 1.2 NT gave notice that the meeting is being tape recorded
- 1.3 Chairman's Additions or Deletions: The chairman deleted items 3.1 and 3.4
RP read a notice from the Town Clerk stating that voter registration for the August 15 Special Town Meeting will be Saturday, August 4, at the police department.
- 1.4 Meeting Minutes: June 19, 2012; RP moved to accept. NT seconded. Unanimous.
July 3, 2012; RP moved to accept. NT seconded. Unanimous.
July 17, 2012; RP moved to accept. NT seconded. Unanimous.
July 24, 2012; RP moved to accept. NT seconded. Unanimous.

II APPOINTMENTS /HEARINGS

- 2.1 7:05 Energy Committee: Christopher Campion, Sue Dejnick, and Sandra Brown presented a plaque they received at the State House commemorating the designation of Townsend as a Green Community and discussed use of the grant award of \$156,825 toward energy reduction plan projects. RP and NT expressed their thanks to the committee for their hard work and dedication. Mr. Sheehan thanked the departments who assisted the Committee in collecting data.
- 4.7 Townsend Emergency Management Agency appointments: Appoint the following individuals to the positions and terms indicated:
 - TEMA Director: Shirley Coit, for a term from July 1, 2012 to June 30, 2015
 - TEMA Deputy Directors: Michael Grimley and Tom Whittier, for terms from July 1, 2012 to June 30, 2015
 - Townsend representatives to North Middlesex Area Planning Committee:
 - Shirley Coit, for a term from July 1, 2012 to June 30, 2015
 - Don Klein, for a term from July 1, 2012 to June 30, 2013
 - Karen Chapman, alternate member, for a term from July 1, 2012 to June 30, 2015Shirley Coit requested the addition of deputy directors in order to have continuous coverage. RP moved to appoint the above-named individuals to the positions and terms indicated. NT seconded. Unanimous.

- 4.6 Approve the hiring of a fleet mechanic in the Highway Department.
RP moved to hire Chris Morrill as a fleet mechanic for the Highway Department. NT seconded. Unanimous.
- 2.2 Highway Superintendent Ed Kukkula to discuss the process for granting and enforcing permits to cross, alter or construct; and to discuss upcoming activities and projects by the Highway Department.
Mr. Kukkula has looked into various permit processes and recommends adopting something that would better cover the town. RP would like to have a re-inspection within a certain time frame clause to the permit rules. Discussion continued on past and future projects and the ability to maintain road repairs. Mr. Sheehan and Mr. Kukkula will work on writing up a permit process and present it to the Board.

V WORK SESSION

5.1 Board of Selectmen Updates/Reports

None

5.2 Town Administrator Updates/Reports

- Mr. Sheehan reminded everyone of the Special Town Meeting on 8/15/12 and Special Election 8/28/12 regarding the school budget override.
- He announced a seminar offered by the Office of Campaign and Political Finance on August 8 at 2 pm at Nissitissit School.
- Mr. Sheehan also confirmed the water ban announcement by the Water Department that outside watering is only allowed on Thursdays between midnight and 9 am or after 5 pm.

5.3 Review/Sign Payroll Warrant. RP moved to sign warrants out of session. NT seconded. Unanimous.

5.4 Review/Sign Bills Payable Warrant. RP moved to sign warrants out of session. NT seconded. Unanimous.

Executive Session: to discuss strategy with respect to collective bargaining negotiations with the Telecommunications and Highway unions where open session may have a detrimental effect on the Town's bargaining position.

NT moved to adjourn to Executive Session at 7:58 pm. RP seconded. Roll call vote: RP: aye; NT: aye. Unanimous.