



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

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

Sue Lisio, *Vice-Chairman*

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SELECTMEN'S MEETING AGENDA
SEPTEMBER 11, 2012 - 7:00 P.M.
SELECTMEN'S MEETING CHAMBERS

I PRELIMINARIES

- 1.1 The Chairman called the meeting to order at 7:00 PM. Roll call showed Chairman Nicholas Thalheimer (NT) and clerk Robert Plamondon (RP) present. Sue Lisio (SL) arrived at 7:07PM.
- 1.2 NT gave notice that the meeting is being tape recorded.
- 1.3 Chairman's Additions or Deletions: None
- 1.4 Meeting Minutes: The Board tabled review of meeting minutes until a later meeting.

- 3.1 Vote to establish and post for members to serve on the Fire-EMS Headquarters Building Committee.
Mr. Sheehan noted a contract is in place for a feasibility study for a new Fire-EMS headquarters. A building committee needs to be established to work with the consultant and help select design professionals and later a general contractor. He has prepared a posting to create a committee of 5 members. RP made a motion to approve the posting for a Fire-EMS Building Committee as prepared by Mr. Sheehan and to establish said committee. NT seconded. Unanimous.

II APPOINTMENTS /HEARINGS

- 2.1 7:05 Board of Water Commissioners request the BOS authorize the hiring of special counsel for the purpose of establishing an independent Water District.
Niles Busler representing the Board of Water Commissioners said they would like to hire Attorney Mary Bassett to assist the Department is splitting off from the Town and incorporating as an independent water district.
Sue Lisio (SL) at 7:07.
Upon inquiry from the BOS, Mr. Busler said no additional funds need to be raised to pay for the attorney as there are sufficient funds in the professional services line item. RP made a motion that the BOS authorize the hiring of special counsel for the purpose of establishing an independent Water District. SL seconded. Unanimous.

III MEETING BUSINESS

- 3.2 Authorize the closing of Brookline Street on October 6, 2012 for the annual Gregory Reeves Memorial Scholarship Run.
Mr. Sheehan said the police chief has no concerns and is developing an operations plan. RP gave the history of the event and encouraged citizens to participate. RP made a motion to

authorize the closing of Brookline Street on October 6, 2012 for the annual Gregory Reeves Memorial Scholarship Run. SL seconded. Unanimous.

- 3.3 Request of Police Chief Erving Marshall and Lieutenant David Profit that the Board of Selectmen review and adopt Police Department policies and procedures related to the Department's certification.

Lieutenant Profit stated that these are the last 24 policies of close to 100 needed for certification and future accreditation. Townsend should be proud to have a Police Department that will be accredited. RP moved to approve the request as outlined in the memo to the Board. SL seconded. Unanimous.

- 3.4 Approve agreement for backup paramedic intercept services between the Townsend Fire-EMS Department and the towns of Pepperell and Ashby.

Chief Klein explained that Townsend Fire-EMS will still provide backup service but will not be the primary response company. The agreement establishes a flat rate system more in line with what other municipalities use. RP moved to approve. SL seconded. Unanimous.

- 3.5 Approve the following Chapter 90 project funding requests for the Highway Department. Votes may be taken:

- Purchase of one new Wacker-Neuson BPU2540 Reversible Plate Compacter;
- Survey of a portion of Route 13 south of the New Hampshire border.

Mr. Sheehan said the compacter would be used on small areas that need compaction of sub surface material or asphalt. The survey would be on Route 13 from 119 to the New Hampshire state line. Mass Highway requires that we do some survey engineering and design work to ease some of the slopes and curves. RP moved to approve the compacter. SL seconded. Unanimous. RP moved to approve the use of \$3500 as part of the survey as presented. SL seconded. Unanimous.

- 3.6 Planning Board Referral Notice for Site Plan Review Special Permit for Karen McNabb Noon for renovations at 267 Main Street, upper level for a Karate Studio. RP moved to defer to the Planning Board. SL seconded. Unanimous.

- 3.7 Planning Board Referral Notice for Site Plan Review Special Permit for Chris & Nancy Pappas, Tabivi, LLC for construction of a new 3,496 square foot 90 seat restaurant at 24 Main Street. RP moved that we defer to the planning board with no comment. SL seconded. Unanimous.

- 3.8 FY2013 budget update. Votes may be taken.

Mr. Sheehan gave a summary of the Department Head meeting last week. Department have been asked to submit cuts that will reduce budgets while allowing departments to continue to provide essential services. Among the items raised were:

- Curbside trash collection;
- Take home vehicles
- Health insurance
- Delinquent taxes
- Hiring and spending freezes
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Mr. Sheehan will have a proposal for the Board to review two weeks from tonight.

- 3.9 Vote to open Special Town Meeting Warrant.
Mr. Sheehan asked the Board to open the Special Town Meeting Warrant for an undetermined date to be identified at a later date.
RP moved to open the Special Town Meeting Warrant. SL seconded. Unanimous.
- 3.10 1-Day Liquor licenses for John Fors, V.F.W. Post #6538, 491 Main Street, West Townsend.
• 40th Birthday Party, October 6, 2012, 6:00PM-10:30PM
• Fundraiser for Cystic Fibrosis, October 26, 2012, 7:30PM-11:30PM
RP moved to approve the one-day liquor license requests. SL seconded. Unanimous.
- 3.11 Approve Landfill Mowing contract between Shepherd's Landscaping and the Town.
Mr. Sheehan said the Board of Health has approved this operation for a contract price of \$3K. RP moved to approve. SL seconded. Unanimous.

IV APPOINTMENTS OF PERSONNEL/OFFICIALS

- 4.1 Designate the Selectmen's representative to the Capital Planning Committee.
Mr. Sheehan noted Bill Roberts' term expired in June so there is now an opening to be filled by the Selectmen. It is an important committee for programing the capital needs of the town for the next five years. The last few years they have been meeting on Thursdays SL hopes a volunteer will step forward.
- 4.2 Request to reappoint Christopher Campion and Sue Dejniak to the Energy Committee for a three year term from July 1, 2012 to June 30, 2015.
RP moved to reappoint. SL seconded. Unanimous.
- 4.3 Request from Recreation Commission to hire Emaline M. Hoff as Recreation Director.
Sharon Whittier introduced Ms. Hoff. They feel Emy is qualified to bring recreation to the next level.
RP moved to hire. SL seconded. Unanimous.
- 4.4 Request to reappoint Dave Kulvete to a position on the Townsend Cultural Council (for a three year term from July 1, 2012 to June 30, 2015).
RP moved to reappoint. SL seconded. Unanimous.
- 4.5 Request to reappoint Eino Kauppi, Susan Gerken and Michele Busler to the Historic District Commission for three year terms from July 1, 2012 to June 30, 2015.
RP moved to reappoint. SL seconded. Unanimous.
- 4.6 Request to appoint Carla Walter to TEMA (Townsend Emergency Management Agency) for a three year term from July 1, 2012 to June 30, 2015.
RP moved to appoint Carla Walter. SL seconded. Unanimous.

V WORK SESSION

- 5.1 Board of Selectmen Updates/Reports
SL questioned the road work being done on North End road. Mr. Sheehan said there was a collapsed catch basin being replaced by the Highway Department.
- 5.2 Town Administrator Updates/Reports
Nothing additional.

- 5.3 Review/Sign Payroll Warrant: RP moved to sign warrants out of session. SL seconded.
Unanimous.
- 5.4 Review/Sign Bills Payable Warrant: RP moved to sign warrants out of session. SL seconded.
Unanimous.
- 8:10 RP moved to adjourn. SL seconded. Unanimous