



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
JANUARY 15, 2013 - 7:00 P.M.
SELECTMEN'S MEETING CHAMBERS

I PRELIMINARIES

- 1.1 The Chairman called the meeting to order at 7:00PM and roll call showed Chairman, Nicholas Thalheimer (NT), Vice-Chairman, Sue Lisio (SL), and Clerk Robert Plamondon (RP) in attendance.
- 1.2 NT gave notice that the meeting is being tape recorded.
- 1.3 The Chairman deleted 2.2, Energy Committee.
- 1.4 Motion was made by RP to approve the meeting minutes of December 18, 2012. SL seconded. Unanimous.
- 1.5 Motion was made by RP to approve and hold the Executive Session minutes of December 4, 2012. SL seconded. Unanimous. In addition, RP moved to approve and hold the Executive Session minutes of December 18, 2012. SL seconded. Unanimous.

III MEETING BUSINESS

- 3.1 Mr. Sheehan recommended the Board approve and extend the Junk Collector's license for MJS Metals through April 30, 2014. Motion was made by RP to approve and extend the Junk Collector's license for MJS Metals through April 30, 2014. SL seconded. Unanimous.
- 3.2 Approve 1-Day Liquor licenses for John Fors, V.F.W. Post #6538, 491 Main Street, West Townsend, MA for the following:
 - Wedding Reception on January 26, 2013, 3:00PM-7:00PM; RP moved to accept, SL seconded. Unanimous.
 - Wedding Reception on February 2, 2013, 7:00PM-11:00PM; RP moved to accept, SL seconded. Unanimous.
 - 30th Birthday Party on February 23, 2013, 7:00PM-11:00PM. RP moved to accept, SL seconded. Unanimous.

II APPOINTMENTS /HEARINGS

- 2.1 **Executive Session:** under G. L. c. 30A, s. 21(a)(3) to discuss litigation where an open session would have a detrimental effect on the Town's position. RP moved to adjourn to Executive Session at 7:05PM and reconvene immediately following. SL seconded. SL aye, RP aye, NT aye.

-EXECUTIVE SESSION-

Meeting reconvened at 7:30PM

- 2.3 Police Chief Erving Marshall: Updates on school safety and narrow banding project. Chief Marshall confirmed that the federally mandated narrow banding project is compliant and has

improved public safety communications. He extended his thanks to Michal Grimley and Dave Mazza of the Townsend Fire Department for their assistance. Regarding school safety, the Department meets with the schools on a consistent basis. They work in conjunction with the NEMLEC STARS team which is a coordinated effort between police, fire, schools and mental health professionals. A parent's night on January 3, 2013 was a success. The Chief stressed the importance of reporting any questionable activity.

- 2.4 Cable Advisory Committee called to order at 7:47PM. Steve Cloutier, Stan Dillis, John D'Angilillo, Jerry Racette and Kathy Spofford present. The Committee and the Board discussed creating and dissemination of a survey to gauge residents' satisfaction with Comcast. Bulk mailing was recommended as the primary source of distribution. SL made a motion to send a request to Finance Committee for an exact amount to be determined from the reserve fund. RP seconded. Unanimous.

The Committee is reviewing the proposed contract and will schedule a public hearing upon compilation of the survey results. Mr. Cloutier estimates the hearing to occur in April.

- 2.5 Susan Funaiole, Town Clerk reminded all that the #1 dog tag contest continues. The census mailing is going out this week. There are many important reasons to return them: for grants, emergency personnel, and determination of state local aid funding to mention a few. Ms. Funaiole pointed out that if you don't submit a census for two years you have to complete a continuous residency form before you can vote.

Nomination papers are available for elected positions. The last day to obtain papers is March 1, 2013. They need to be returned to the Town Clerk's office by March 4th with a minimum of 36 signatures from registered Townsend voters.

III MEETING BUSINESS

- 3.3 Vote to Open the May 7, 2013 Annual Town Meeting and Special Town Meeting warrants. Articles are due March 1, 2013 at 5 PM. RP moved to open the warrants. SL seconded. Unanimous.
- 3.4 Sign Highway Department Chapter 90 project request to begin repair of Route 13 from Dudley Road to the New Hampshire border. RP moved to sign the request. SL seconded. Unanimous.
- 3.5 Proclaim January as "Senior Appreciation Month." RP moved to proclaim January as "Senior Appreciation Month." SL seconded. Unanimous.
- 3.6 Amend work schedule of Executive Assistant to the Town Administrator. Mr. Sheehan pointed out that as a result of the budget situation the funding is not in place to fill the vacant 10-15 hour position that was contemplated when the 35 hour position was vacated last spring. As a compromise, he recommends a 6 hour increase for the current employee. This is still 12 fewer hours than the position was previously. RP moved to amend the work schedule of the Executive Assistant to the Town Administrator from 19 to 25 hours per week. SL seconded. Unanimous.
- 3.7 Planning Board referral: 38'X90' two-story Parish Center at St. John's Church, 1 School Street. NT moved to defer to the Planning Board. SL seconded. Unanimous.
- 3.8 Town Administrator's FY14 budget message: AS gave a summary of the budget to date. He conducted an in depth review of the memorandum. Various trash collection options were discussed. The BOS requested cost per household/tonnage comparisons for Townsend and Lunenburg.

IV WORK SESSION

- 5.1 Board of Selectmen Updates/Reports – RP read an announcement on the Friends of the Seniors luncheon on Saturday, January 26, 2013 from 11:00AM-2:00PM. RP also requested information on changing bylaw with respect to road openings. Mr. Sheehan will review and present to the Board in February.

5.2 Town Administrator Updates/Reports:

- Town Meeting will be on May 7th this year.
- Students from Nashoba Valley Technical High School will be doing some projects for the town including a storage shed at the Library/Senior Center Facility and a handicap ramp at the West Townsend Reading Room. Other requests are being explored.
- EnerNoc is conducting an energy audit at the police station. Town Hall will be audited in February or March as well.
- A Chapter 70 school aid increase has been proposed by the Governor. This would help the Town's funding of NMRSD and NTVS.

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

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

Executive Session: under G. L. c. 30A, s. 21(a)(2) to conduct contract negotiations with the Town Administrator Andrew Sheehan. RP moved to adjourn to Executive Session at 9:00PM and to adjourn directly. SL seconded. SL aye, RP aye, NT aye.