



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*

Office (978) 597-1700  
Fax (978) 597-1719

**SELECTMEN'S MEETING MINUTES**  
**JANUARY 29, 2013 - 7:00 P.M.**  
**SELECTMEN'S MEETING CHAMBERS**

**I PRELIMINARIES**

- 1.1 The Chairman called the meeting to order at 7:00 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 The Chairman added 3.3 and executive session topics to the executive session.
- 1.4 Motion was made by RP to approve meeting minutes of January 8, 2013. NT seconded. Unanimous. Motion was made by RP to approve meeting minutes of January 15, 2013. NT seconded. Unanimous.

**IV APPOINTMENTS OF PERSONNEL/OFFICIALS**

- 4.1 Mr. Sheehan noted that the Cable Television Advisory Committee is still working on the franchise renewal. He recommends reappointment of the members. RP moved to reappoint the following members for terms from January 1, 2013 to December 31, 2013: Jerry Racette, Steve Cloutier, Kathleen Spofford, John D'Angelillo, and Stan Dillis. NT seconded. Unanimous.

**III MEETING BUSINESS**

- 3.1 Personnel Policy and Procedures Manual: discussion of revisions to manual. Tabled until there is a full complement of the Board.
- 3.3 Vote to accept the LAND grant from the Commonwealth of Massachusetts for the purchase of the Genova property and authorize Town Administrator Andrew Sheehan to execute contract documents for same. RP so moved. NT seconded. Unanimous.

**II APPOINTMENTS /HEARINGS**

- 2.1 7:15 Fire-EMS Headquarters Building Committee update with Kaestle Boos (initiated at 7:06). Fire Chief Don Klein spearheaded the presentation. This included a history of the buildings used for the Fire Department and the process to determine how to best move forward for the future of the Department. It is believed that consolidation of the buildings in the Center and West Townsend is the answer. He presented initial drawings of a combined headquarters station. The current project cost at this time is \$11,313,000. The anticipated tax impact would be \$20.17 per month or \$242 per year for the average household. He is asking for support from the Board before moving forward. The next steps are retaining the support of the Capital Planning and Finance Committees, refining the project cost, holding informational forums for the general public, presentation at Town Meeting, and passage of a debt exclusion vote (if successful at Town Meeting). He has already talked to the Energy

Committee and wants to meet with the Town Properties Committee to discuss what will be done with the current facilities when they are no longer needed.

- 3.2 Charter changes: discussion of the Charter Committee's recommended changes. Mr. Sheehan has discussed the proposed changes to the Charter with legal counsel. The Board can put the article(s) on the warrant for Town Meeting. If approved, they will be forwarded to Senator Flannigan and Representative Harrington to be filed for approval. The Board cannot put a Charter Commission on the ballot, but significant changes can be made by a Charter Committee appointed by the Board. The date of completion would probably be sometime in 2014 or later. We can either approve some of the smaller changes at Town Meeting or all of the changes at once at a later date. RP moved to request the Charter Committee's assistance in drafting an article for Town Meeting to approve minor changes to the Town Charter. NT seconded. Unanimous.

## **V WORK SESSION**

- 5.1 Board of Selectmen Updates/Reports  
RP announced a fundraiser for Glen Roberts on February 2, 2013 from 6-9PM at the Meeting Hall.  
NT declared that he will not be seeking another term as Selectmen.
- 5.2 Town Administrator Updates/Reports  
Mr. Sheehan said the governor has released his budget. It is positive with respect to local and school aid. He should be getting school and health insurance information within the next few weeks. The deadline for departments to get their budgets to him is February 15, 2013.
- 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:** NT moved at 8:01 to enter into executive session under G.L. c. 30A, s. 21(a)(6) to discuss real property; under G.L. c. 30A, s. 21(a)(1) to discuss discipline, dismissal or complaints or charges against an employee or official; and under G.L. c. 30A, s. 21(a)(2) to conduct negotiations with the Fire Chief, Don Klein; Police Lieutenant, David Profit; and Town Administrator, Andrew Sheehan; and to adjourn directly from executive session. RP aye, NT aye.