



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

Sue Lisio, *Chairman*  
Andrew J. Sheehan,  
*Town Administrator*

Robert Plamondon, *Vice-Chairman*

Colin McNabb, *Clerk*

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**SELECTMEN'S MEETING MINUTES**  
**JULY 30, 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 Sue Lisio, Chairman, (SL); Robert Plamondon, Vice-Chairman, (RP); and Colin McNabb, Clerk, (CM) present.
- 1.2 SL gave notice that the meeting is being tape recorded.
- 1.3 Chairman's Additions or Deletions: 2.3 Pamela Mariano of Bailey's requests an opportunity to address the Board regarding the acceptance of G. L. c. 138, s. 33B; and 4.2 Vote to appoint Jessica Fellows and Rachel Wilkins as part time telecommunicators for a term of July 30, 2013 to June 30, 2014 with a nine month probationary period.
- 1.4 Review/Approve Meeting Minutes: July 2, 2013 and July 15, 2013. CM moved to approve. RP seconded. Unanimous.

**II APPOINTMENTS /HEARINGS**

- 2.1 7:05 Don Klein, Fire Chief, for the following:
  - To pin new fulltime Firefighter/EMT Leon Niemiera: Chief Klein introduced Mr. Niemiera. He has been with the Department as a call member for many years and was one of the first recruits the Chief hired. He was on military duty while his interview was conducted over the phone. He is passionate about firefighting and will be part of the training division. Mr. Niemiera was pinned by his mother and thereafter sworn in by Sue Funaiole, Town Clerk.
  - Request that the Board declare surplus a 2000 Ford Explorer XLT: Chief Klein pointed out the 2000 Ford Explorer XLT needs a lot of work has 106,000 miles on it. He feels it would be prudent to surplus it for purposes of disposal. Mr. Sheehan said it will be advertised on the website and the money will go into the general fund. CM moved to declare the 2000 Ford Explorer XLT as surplus. RP seconded. Unanimous.

**IV APPOINTMENTS OF PERSONNEL/OFFICIALS**

- 4.1 Vote to appoint the following paramedics for terms from July 30, 2013 to June 30, 2014:

Eric T. Mannion	Curtis J. Trieby
Fredric L. Jeffries	Ronald J. Eddy
Jacqueline H. Becker	Martin W. Scott

CM moved to appoint those listed as paramedics for terms from July 30, 2013 to June 30, 2014. RP seconded. Unanimous.
- 4.2 Vote to appoint Jessica Fellows and Rachel Wilkins as part time telecommunicators for a term of July 30, 2013 to June 30, 2014 with a nine month probationary period: CM moved

to appoint Jessica Fellows and Rachel Wilkins as part time telecommunicators for a term of July 30, 2013 to June 30, 2014 with a nine month probationary period. RP seconded. Unanimous.

- 2.3 Pamela Mariano of Bailey's requests an opportunity to address the Board regarding the acceptance of G. L. c. 138, s. 33B: SL introduced Ms. Mariano. She asked the Board to sponsor changing Sunday hours to 10 AM instead of noon at the Special Town Meeting. In 2010 the law was changed by Governor Patrick. Business is affected by golfers going to New Hampshire on Sundays and they would like to open for breakfast on weekends and be able to offer alcoholic beverages. Mr. Sheehan pointed out that Ms. Mariano is simply asking if the Board would be willing to sponsor the adoption of the statute. If the Board is not willing to be the sponsor she has indicated her willingness to gather the signatures needed for a petition. SL emphasized that it means the Board would be agreeing to put it on the warrant; not that they have voted to approve it or are in favor of it. The Board discussed the benefits the change would have for businesses and for the town as a whole. RP asked if acceptance of the statute would be specific to a business. Mr. Sheehan said accepting the statute would allow the Board to permit serving alcohol as early as 10AM on Sundays, but it would be determined during licensing for each establishment. He also pointed out that it only applies to on-premises licenses, not retailers. Anyone who has an all-alcohol on-premises license could petition the board for the earlier opening. CM moved to sponsor the article regarding the acceptance of G. L. c. 138, s. 33B. RP seconded. Unanimous.
- 2.2 7:15 Ed Kukkula, Highway Superintendent, for a discussion on paving priorities, chapter 90 funding, and other funding sources for road improvements: SL opened the discussion by noting that members of the Finance Committee and Capital Planning were present, though the Finance Committee did not have a quorum. SL continued by addressing Mr. Kukkula, acknowledging that he comes to the Board with requests on a yearly basis and realizes that having a long-term plan for road repairs is advisable. State funding is the only source of funds for roadwork and State funding is insufficient for our needs. Mr. Kukkula addressed the Board pointing out that the Highway Department expects to receive a little over \$300K in Chapter 90 funding from the State for FY'14 which will pave a little over one mile of road. Put into perspective, one mile on Wallace Hill Road cost \$280-\$290K. In 1999 part of South Row Road was repaved. The estimated time span of pavement is approximately 13 years. In order to keep a road in good shape you need to maintain it. In about 8 years roads deteriorate about 40%. Within another 4 years they deteriorate another 40%. The roads listed in his memo are all in need of major reconstruction. The Highway Department continually uses its hot box. They put down 2-4 tons a day patching roads and are nowhere near catching up. Their budget buys patch or hot top to patch the roads. At this rate the town is in serious trouble. Even if the State gave \$400K a year, that's a mile-and-a-half of road and there are 86 miles of road in Townsend. SL asked how much the town gives the Highway Department. Mr. Sheehan stated that the town doesn't include road construction money in the operating budget. Mr. Kukkula stated that \$30,000 is budgeted for things like patch and line striping. SL would like to figure out a comprehensive plan. The condition of roads affects the town's appearance and the perceived value and amount of pride the community takes in the town. She asked Mr. Sheehan what other towns do. He replied that some rely on Chapter 90 like we do. Others communities have made the commitment to funding whether it's through the operating budget or a capital plan budget. He added that even if we spent a million dollars a year in road paving we wouldn't be caught up. This will take at a much bigger commitment. Communities that have good road networks make the

investment not only in reconstruction, but roads that are only 4-6 years from reconstruction are receiving preventative maintenance. SL asked if it is time to look at this as an item that needs its own funding on an ongoing basis in terms of a capital budget. It's a commitment the town would be making earmarked for the roads even if it was just matching the State's funds. Funding sources include the operating budget, capital budget, and debt or capital exclusions. CM suggested a work session specifically for this subject. SL asked Capital Planning and the Finance Committee to discuss it and a meeting will be scheduled after Labor Day to explore potential solutions. RP asked about the status of Route 13 to the state line. Mr. Kukkula said Townsend owns the 3 miles of road from the border to the center. Mass DOT said they would put that project on the TIP (transportation improvement project list) for \$2.5M. Realistically could be 3 to 5 years out.

On a related subject, Mr. Sheehan has drafted a letter for the governor with respect to Chapter 90. Last year we received \$429,000. The governor is concerned there is not sufficient money to support the spending but Ways and Means says there is. CM moved to send a letter regarding Chapter 90 funding to the governor's office. RP seconded. Unanimous.

### **III MEETING BUSINESS**

3.1 Review and approve chapter 90 reimbursement requests:

- Main Street sidewalk and granite curb installation, \$15,212.00.
- Route 13 survey, \$6,655.
- Route 13 survey, \$3,500.

CM moved to approve as listed. RP seconded. Unanimous.

3.2 Reminder of joint meeting on Monday, August 12, 2013 at 7PM of the North Middlesex Regional School Committee, High School Building Committee, and the Boards of Selectmen and Finance Committees of the district towns to discuss the high school project. SL reminded all of the meeting and pointed out they are televised.

3.3 Review and approve Grievance Policy for the General Public to Ensure Equal Access to Facilities & Activities, Policy #2013-02. Mr. Sheehan said this policy was brought up as part of a grant for the purchase of the Genova property on Highland Street. The goal is to increase the accessibility of public spaces. The policy sets forth a grievance procedure for anybody who feels aggrieved by their limitation to gaining access to a public space. Any grievance would start with Richard Hanks, the ADA coordinator, then to the town administrator and ultimately the Board of Selectmen. CM moved to approve. RP seconded. Unanimous.

3.4 Vote to accept grant between the Massachusetts Department Environmental Protection (DEP) and Town of Townsend for a grant in the amount of \$5,000 for a Mandatory Recycling Enforcement Coordinator. Mr. Sheehan recapped that an article to fund this enforcement position was approved at town meeting. This is formal acceptance of the grant. He believes the length of the term is 18 months. CM moved to accept. RP seconded. Unanimous.

3.5 Review draft intermunicipal agreement with the Town of Lunenburg to purchase excess solar net metering credits. Mr. Sheehan reiterated that Lunenburg is working on two solar projects. The communities that host those projects are eligible for net metering credits. Lunenburg's credits exceed what they need or use in kilowatt hours in a given year. They have offered the excess to Townsend. The way the credits would work, we would identify the accounts the credits would apply to and that would be noted on the Unitil bills we receive. It would be reflected as 100% on the bill. We would then be invoiced by Lunenburg

for 85% of the value of the credit. We would ultimately be saving 15% on each credit. We use about 900,000 kilowatt hours a year. It does present an opportunity for some savings for us. Though it only applies to a portion of the bill, it is still beneficial to us. We spend about \$185,000 a year on electricity town-wide. We might save about \$15,000. As we get it more formalized, we will get a better estimate.

- 3.6 Discuss dates for Special Town Meeting. Mr. Sheehan pointed out that typically they are mid-October to mid-November. He is considering Tuesday, November 5<sup>th</sup>, but will bring a formal recommendation to the Board at the next meeting.

## **V WORK SESSION**

- 5.1 Board of Selectmen Updates/Reports: None.

- 5.2 Town Administrator Updates/Reports:

- The legislature has overridden the governor's vetoes with respect to the budget and also to transportation funding. We got our final cherry sheets (local aid numbers) they came in about \$4,000 higher than we had projected. Schools received some additional funding above what the governor had proposed.
- He reminded the public of a number of vacancies on boards and committees:
  - Housing Authority
  - Planning Board
  - Energy Committee
  - Trust Fund Committee

Those interested can fill out a volunteer response form in the Town Administrator's office or on line.

- The Fire Chief is looking for on-call firefighters and on-call EMTs. There is some regular training that takes place Tuesday nights and you respond to calls if you are available. The positions are compensated.
- The Devens household hazardous waste facility will be open August 7<sup>th</sup> and 10<sup>th</sup> from 9 to noon. Attendance continues to be very strong. Townsend usage increased 50% over the first year and the average wait time is only three minutes.
- The Board will meet again on August 27<sup>th</sup>.

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

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

Meeting adjourned at 8:10.