



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

Sue Lisio, *Chairman*

Colin McNabb, *Vice-Chairman*

Carolyn Smart, *Clerk*

Andrew J. Sheehan,
Town Administrator

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SELECTMEN'S MEETING MINUTES
MAY 6, 2014, 6:00 P.M.
SELECTMEN'S MEETING CHAMBERS

I PRELIMINARIES

- 1.1 The Chairman called the meeting to order at 6:00PM and roll call showed Sue Lisio, Chairman (SL); Colin McNabb, Vice-Chairman; and Carolyn Smart, Clerk (CS) present.
- 1.2 Chairman's Additions or Deletions: SL added 2.2 - Sign bond for Kathleen Spofford, Town Clerk and 2.3 - Sign engagement letter with Melanson Heath & Co. for annual audits for FY14-FY16.

II APPOINTMENTS AND HEARINGS

- 2.1 Discuss Annual Town Meeting articles and assign motions: Mr. Sheehan reviewed the following:
- Article 6 - the \$17,000 supplement would have initially come out of curbside collection, will now come out of health insurance.
 - Article 18 – the treasurer's budget has \$27,583 put back into wages from expenses. The motion won't change and the bottom line won't change.
 - Capital budget – CS pointed out that the police HVAC was a carryover cost that was erroneously included. Mr. Sheehan said it has been removed. The Plymovent for fire will be added to the borrowing. Town Meeting will have the current, corrected, up-to-date version.
 - Articles 10 and 21 are expected to take no action.
- SL requested discussion with regard to Article 26. She would like to take no action on it at this time and recommended a work session to research what classes MMA has to offer. She would like the Board of Selectmen and Capital Planning to attend the class together and discuss changes to the capital bylaw at a later date. CS moved to take no action on Article 26. CM seconded. Unanimous. Mr. Sheehan then went over who would make which motions.
- 2.2 Sign bond for Kathleen Spofford, Town Clerk: CS moved to have the Chairperson sign the bond for Kathleen Spofford, Town Clerk. CM seconded. Unanimous.
- 2.3 Sign engagement letter with Melanson Heath & Co. for annual audits for FY14-FY16: CS moved to have the Town Administrator sign the engagement letter with Melanson Heath & Co. for annual audits for FY14-FY16 at a cost of \$16,500 each year. CM seconded. Unanimous.

CS spoke with the ethics commission and as long as there are two Board members to sign the warrants, she will not sign payroll. She has resigned from the Finance Committee and after her son's wedding on May 24, 2014, she plans on getting another job.

Warrants were signed in session.

CM moved to recess to Annual Town Meeting at 6:20PM. CS seconded. Unanimous.