



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

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

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**SELECTMEN'S MEETING MINUTES**  
**MAY 20, 2014, 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); and Colin McNabb, Vice-Chairman (CM), and Carolyn Smart, Clerk (CS) present.
- 1.2 The Chairman announced that the meeting is being tape recorded.
- 1.3 Chairman's Additions or Deletions: May not have the Executive Session and may move 3.6 to after 2.2.

**III MEETING BUSINESS**

- 3.1 Review chapter 90 Project Requests submitted by Ed Kukkula, Highway Superintendent:
  - A. Mill and resurface a portion of Mason Road in the amount of \$52,880;
  - B. Mill and resurface a portion of Mason Road in the amount of \$63,853;
  - C. Mill and resurface a portion of Shirley Road in the amount of \$28,061;CS moved to approve chapter 90 Project Requests as listed. CM seconded. Unanimous.
- 3.2 Review request from Ed Kukkula, Highway Superintendent, to extend material bids contracts: CS moved to extend the contracts as submitted by Ed Kukkula and attached to the minutes. CM seconded. Unanimous.

**II APPOINTMENTS AND HEARINGS**

- 2.1 7:05 Meeting with the Board of Water Commissioners and Superintendent Paul Rafuse to discuss the following:
  - A. Water Department collections: discuss recommendations of the independent auditors and the Dept. of Revenue (DOR) financial management review to transfer collections to the Town Collector: Present for the Board of Water Commissioners were Niles Busler (NB), Mike MacEachern (MM), and Nathan Mattila (NM). There being a quorum, NB asked about cross charges, logistics and the lock box option. Mr. Sheehan has not calculated cross charges, but said the utilization of a lock box service would increase efficiency and help keep the charges down. He pointed out that Paul Rafuse, the Water Superintendent, would like to comply with the auditor and the Department of Revenue. A lock box system has more benefits: payments would be transferred by the bank and it could be tailored for reports with bank's IT person developing individualized billing programs. After discussion SL asked the Board of Water Commissioners to talk and come back to the Board. NB said it would be added to an upcoming BOWC agenda.
  - B. Sustainable Water Management Initiative (SWMI): discuss proposed amendments to the Water Management Act and the potential impacts in Townsend: Paul Rafuse, Water Superintendent, pointed out the prepared statement included in the Board's packets. Maura Callahan of the USGS said studies indicate that extra water is not needed, but our impact of flows will have to be minimized. There are preparations to meet with the DEP about the renewal process, though the governor wants to push this through as part of his environmental legacy. After discussion SL sees

this as an unfunded mandate and she has no problem writing a letter outlining the Town's concerns. CM is also in support of sending a letter of opposition. CS recused herself. Discussion on the differentiations by town and the science behind the project that appears to be one-sided. Mr. Sheehan will draft a letter for the Board.

- 2.2 7:15 Conservation Agent Leslie Gabrielska to provide a brief update on Kinder Morgan/Tennessee Gas Pipeline project: LG noted that there is activity throughout the state and the town is working to get their voices heard. It is being approached from a no pipeline perspective with no alternate routes. She is setting up a meeting at the high school. Emily Norton, a volunteer advocate who previously formed the Friends of Willard Brook, suggested citizens watch "Gasland" on YouTube. In addition to other activities at the Meeting Hall related to the pipeline issue, "Gasland II" will be shown Thursday night and Nashoba Watershed will give a PowerPoint presentation. LG also said the Land Trust will pay for a mailing. One of her concerns is that the price of the tariff will be passed on to electricity consumers. SL suggested all information be filtered through the Town Administrator to ensure identical information. CS noted the Kinder Morgan presentation is available online and would like to assemble a fact sheet to get many questions answered. LG will put something together. CM wants to be well versed for the meeting with Kinder Morgan. LG said a petition for a special town meeting being circulated. SL stated the Board will not vote until after a meeting with Kinder Morgan.

### **III MEETING BUSINESS (continued)**

- 3.6 Discuss future of the Hart Library at 276 Main Street: Town Properties representative Laura Shifrin (LS) said at their meeting on May 8<sup>th</sup> they voted on three options unanimously: 1.) tear down, 2.) sell, and 3.) hope for a benefactor. CM repeated that two RFPs have gone out with no response and suggested the building be sold. CS asked if a specification sheet has ever been done showing what it would cost to bring the building up to code. Mr. Sheehan suggested we would need to know what the building's use would be first. LS said the likelihood of needing tight tanks and the prohibitive cost of asbestos removal would be daunting. CS is cautious about selling the land, but the building would be ok. LS said the contractor on the Board, herself and appraisers recommend the Board speak with a municipal auction professional before making a decision. There may still be hazardous waste costs if it is torn down. SL asked if there is anything we can avail ourselves of with regard to economic development that was just signed by the governor. Mr. Sheehan noted if it was easy, it would have been done by now.
- 3.3 Review request from Ed Kukkula, Highway Superintendent, for a transfer of appropriations in the amount of \$30,000 from wages to expenses: CS moved to approve the request for the transfer of appropriations in the amount of \$30,000 to be transferred from the Wages & Operations Staff account 04-421-5110 to the Public Supplies account 04-422-5530 and equipment repair, CS amended the motion to be transferred to expenses as no breakdown. CM seconded. Unanimous.
- 3.4 Review request of Unitil Fitchburg Gas & Electric to Cross, Alter and/or Construct Within a Town Way for installation of gas services at 70 Proctor Road and 19 Elm Circle: CS moved to approve the request of Unitil Fitchburg Gas & Electric to Cross, Alter and/or Construct Within a Town Way for installation of gas services at 70 Proctor Road and 19 Elm Circle. CM seconded. Unanimous.
- 3.5 Review correspondence and proclamation for 2014 Motorcycle and Scooter Annual Ride to Work Day: CS read the proclamation into the record for June 16, 2014. CS moved to draft EMS proclamation and to sign it outside of the meeting. CM seconded. Unanimous.
- 3.7 Discuss FY15 capital budget appropriation: CS handed out a report questioning whether or not it was appropriate to fund items from future years on the capital improvement plan (CIP). Extensive discussion ensued. SL said the terminology in the bylaw is confusing and can be misconstrued. A meeting was suggested to review the terms in the bylaw. Mr. Sheehan defended the appropriation stating that Town Counsel would not have approved it if it was not legal. CS believes the confusion happened between the submittal of the plan and the town meeting. She asked if the police chief got his cruisers. Mr. Sheehan pointed out that the cruisers are funded in the operating budget, not the capital appropriation. CS stated that she guessed she could just ask the Attorney General. SL said her assumption is that everything in a

5-year program has been discussed. CS asked for a work session. SL agreed, but suggested a cooling off period with time to do some research. CM pointed out that CS mentioned contacting the Attorney General and asked if she was suggesting the police not get their cruisers. SL asked how that would affect the appropriations. Continued discussion ensued. A conclusion was not reached.

- 3.8 Council on Aging/Senior Center Director: discussion of next steps in recruiting a successor: Mr. Sheehan noted the process would be similar to that of hiring the new fire chief. He suggested a screening committee present the Board with a single candidate or a few for the Board to interview. CM agreed with the search committee but would prefer a choice. He would like a member of the Board to be on the committee if they would be recommending a single candidate. CS would prefer the COA appoint the successor. SL suggested the committee consist of a couple of people not currently affiliated with the Council on Aging as representatives of people who don't use their services at this time. CM suggested the appointing authority of the COA Director be clarified before a decision is made. CS agreed it should be revisited.
- 3.9 Review and approve Maria Lane Scholarship: CS moved to approve the Maria Lane Scholarship in the amount of \$500. CM seconded. Unanimous.
- 3.10 Town Moderator: notice of resignation: Mr. Sheehan looked into how to move forward and fill the position; especially being that the moderator is the appointing authority for Finance Committee and four members of the Capital Planning Committee. He said the deputy moderator runs the town meetings, but he has no appointing authority. Counsel advised that members can continue to serve until such time as a new moderator is put in place. CM asked members of the Boards to stay the course.
- 3.11 Update on road work and detours in Lunenburg affecting Townsend drivers: Mr. Sheehan noted that there is construction at the intersection of Townsend Harbor Road and Mulpus Road in Lunenburg suggested drivers take an alternate route until completed.
- 3.12 Discuss request of Timberlee Park residents to volunteer to maintain the Ash Street ball fields: Mr. Sheehan said resident Bob Harrison reached out to the Water Department. Our insurance agent has been contacted and we don't have any liability. It's great when a neighborhood group can take responsibility of maintaining an area. CS made a motion to allow Timberlee Park residents to volunteer to maintain the Ash Street ball fields. CM seconded. Unanimous.
- 3.13 Reminder of Memorial Day parade and activities: CS read the notice into the record.

#### **IV APPOINTMENTS OF PERSONNEL/OFFICIALS**

None

#### **V WORK SESSION**

- 5.1 Board of Selectmen updates and reports: CS requested a letter be sent to the new investor at the Harbor Village Mall. She would also like to have a work session for revenue ideas. SL would like to couple that with economic development ideas. CS asked for an update on the sidewalk plans for Route 119. Mr. Sheehan advised that until more is done on the rail trail, it isn't prudent to move forward on the sidewalk design. CM announced a medication disposal box at the Townsend Police Department and volunteers are needed to put flags on the graves of veterans from 10 to 12 on Friday.
- 5.2 Town Administrator updates and reports: Mr. Sheehan stated that Chief Mark Boynton's first day with the Fire Department was yesterday. He thanked Dave Roy and Mike Grimley for keeping the department going in the interim. The Devens recycling center will be open June 4 and 7 from 9 to noon.
- 5.3 Review and sign payroll and bills payable warrants: CS moved to review and sign the bills payable warrant outside of the meeting. CM seconded. Unanimous. CS moved to review and sign the payroll warrant outside of the meeting. CM seconded. Unanimous.

CS moved to adjourn at 9:20PM. CM seconded. Unanimous.

*Note: documents used or referenced during the meeting are available at [http://www.townsend.ma.us/Pages/TownsendMA\\_BOSAgenda/](http://www.townsend.ma.us/Pages/TownsendMA_BOSAgenda/) or in the Selectmen's Office.*