



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

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

Colin McNabb, *Vice-Chairman*

Carolyn Smart, *Clerk*
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MEETING MINUTES
DECEMBER 9, 2014, 6:00 P.M.
SELECTMEN'S CHAMBERS, TOWN HALL
272 MAIN STREET, TOWNSEND, MA

I PRELIMINARIES

- 1.1 At 6:03PM the Chairman called the meeting to order. Roll call showed Sue Lisio, Chairman (SL), Colin McNabb, Vice Chairman (CM), and Carolyn Smart, Clerk (CS) present.
- 1.2 Chairman's Additions or Deletions: SL added 3.4, 3.5, and 3.6
- 1.3 Town Administrator updates and reports. None
- 1.4 Board of Selectmen announcements, updates, and reports. CM said he would like to discuss employee benefits and asked that an executive session be added to the December 16, 2014 meeting. SL agreed.

II APPOINTMENTS AND HEARINGS

- 2.1 6:00PM Tax classification hearing to determine the percentages of the local tax levy to be borne by each class of property for FY2015. Principal Assessor Vicki Tidman (VT) and Board of Assessors members Laura Shifrin (LS) and Carol Marcin were present. CS read the legal ad. LS said the Town continues to experience little commercial/industrial growth and the Assessors recommend keeping a single tax rate. The residential factor is recommended to remain at 1.0. CS moved to adopt a minimum residential factor of 1.0 as recommended by the Board of Assessors. CM seconded. Unanimous.

III MEETING BUSINESS

- 3.1 Bond Anticipation Notes (BAN): Sign documents for borrowing \$100,000 at 0.55% interest rate for roadway improvements. Town Administrator Andrew Sheehan (AS) explained that this is a \$100,000 borrowing for roadwork that was approved in the spring. The low bidder offered an interest rate of 0.55%. CS moved to approve the bond anticipation note in the amount of \$100,000 with Century Bank. The Board signed the documents and Town Clerk Kathy Spofford notarized and signed.
- 3.2 Special Town Meeting: Discussion. The Board and AS discussed the continued Special Town Meeting. The Board asked AS to check with the schools to see if Hawthorne Brook Middle School is available. They asked that a notice be placed in the harbor.
- 3.3 Review and sign payroll and bills payable warrants. CS moved to sign the bills payable and payroll warrants out of session. CM seconded. Unanimous.
- 3.4 Review and sign letter of appreciation to MassDOT-Highways regarding repaving of Route 119. CS moved to sign the letter. CM seconded. Unanimous.
- 3.5 Review and approve request from Sergeant Mark Giancotti to appoint Glenn Casey of the Ashby Police Department as a Special Police Officer for the Town of Townsend. CS moved to appoint Glenn Casey of the Ashby Police Department as a Special Police Officer for the Town of Townsend. CM seconded.

3.6 Review and approve request from Sergeant Mark Giancotti to appoint Anthony Wales of the Pepperell Police Department as a Special Police Officer for the Town of Townsend. CS moved to appoint Anthony Wales of the Pepperell Police Department as a Special Police Officer for the Town of Townsend. CM seconded. Unanimous.

6:36PM CS moved to adjourn. CM seconded. Unanimous.