



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

Sue Lisio, *Chairman*

Robert Plamondon, *Vice-Chairman*

Colin McNabb, *Clerk*

Andrew J. Sheehan,
Town Administrator

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SELECTMEN'S MEETING MINUTES
FEBRUARY 11, 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, Clerk (CM) present.
- 1.2 SL announced that the meeting is being tape recorded.
- 1.3 Chairman's Additions or Deletions: None.
- 1.4 Review and approve Meeting Minutes: January 14, 2014. CM moved to approve. SL seconded. Unanimous.

II APPOINTMENTS AND HEARINGS

- 2.1 Sue Funaiolo, Town Clerk, to provide reminders on the annual census and dog licenses: The winner of the #1 dog contest will be drawn on February 14th and will be announced at the next Selectmen's meeting. A late fee of \$10 will be assessed beginning the first of March. Voter registration will be held Saturday, March 1st at the Police Station from 9AM to 8PM. A list of positions without candidates was read into the record. The last date to take out papers is March 7th. They need to be returned to the Town Clerk's office by March 10, 2014.
- 2.2 Don Klein, Fire-EMS Chief, for the following:
 - 2.2.1 Review and accept FY2014 Student Awareness of Fire Education (SAFE) and Senior SAFE grant from the Executive Office of Public Safety & Security to the Fire-EMS Department in the amount of \$6,904.00: Chief Klein explained that the Student Awareness aspect has been conducted for many years, but this is the first time a Senior SAFE grant has been awarded to the Department. Lieutenant Cormier will conduct the Senior SAFE program. The funds are used for teachers, props and gift bags. CM moved to accept FY2014 Student Awareness of Fire Education (SAFE) and Senior SAFE grants to the Fire-EMS Department for a total amount of \$6,904.00. SL seconded. Unanimous
 - 2.2.2 Vote to declare surplus miscellaneous Fire-EMS Department equipment: Chief Klein provided a list of scrap metal with no resale value. CM moved to declare miscellaneous Fire-EMS Department equipment as surplus. SL seconded. Unanimous.
 - 2.2.3 Vote to approve write offs of ambulance receipts for calendar year 2011: Chief Klein told the Board that the primary reason receipts have not been collected is inability to pay. CM moved to approve the ambulance receipts for the 2011 calendar year in the amount of \$36,038.37. SL seconded. Unanimous.

III MEETING BUSINESS

- 3.1 Review draft Fraud Policy for inclusion in the updated Personnel Policies Manual: Mr. Sheehan explained that this is one of the items recommended by the auditors. It will become part of the Personnel Policies. CM moved to approve the Fraud Policy and acknowledgement of receipt. SL seconded. Unanimous.
- 3.2 Review and approve curbside solid waste contract extension: Mr. Sheehan reported he met with Chris Genoter and Carla Walter of the Board of Health, Tessa David from Mass Toss, and Glen Shaw of G.W. Shaw & Sons regarding extending the curbside collection contract. They agreed to a one-year extension with unlimited volume of recycling and a reduced number of barrels (from 3 barrels to 2 per household or from 99 gallons of trash to 66 gallons). The haul price will increase from \$416,037 to \$434,000, but the tipping fee will drop from \$77.25/ton to \$73/ton. Mr. Sheehan will propose a level-funded budget for FY15. Weekly recycling would have added \$50-100,000 to the haul price of the contract. The Board of Health would like to provide wheeled totes for every

- household. This would give clarity to the system and everything would be contained, but it would cost approximately \$200,000 as a capital outlay or rolled into the contract. This will be looked at for future contracts. Mr. Sheehan will draft an extension for signature by Shaw's, the Board of Health and the Board of Selectmen.
- 3.3 Review notice of intent to sell land classified under G. L. c. 61B (recreational land) and vote to exercise the right of refusal, assign the right of refusal, or not exercise the right of refusal: Mr. Sheehan noted that under the land classification statutes, Chapters 61, 61A and 61B, property taxes are reduced and the municipality has the right of first refusal when the land comes up for sale. The Town has 120 days to exercise its option. In this instance Mass. DCR has expressed potential interest in the property in question. The Board will need to schedule a hearing. CM moved to schedule a hearing under G. L. c. 61B in reference to land on Barker Hill Road. SL seconded. Unanimous.
- 3.4 Vote to dissolve the Townsend Meeting Hall Committee consistent with the vote of the Meeting Hall Committee: Mr. Sheehan advised the Board that without a steady stream of income, now that Weight Watchers is no longer using the space, the process of managing usage of the Hall is too much for the present library staff. The library and senior center will continue to use the Meeting Hall, but there will be no more private functions. This can be reversed over time if there is cause to or if a consistent source of income is found again. CM moved to dissolve the Townsend Meeting Hall Committee. SL seconded. Unanimous.
- 3.5 Vote to sign the March 11, 2014 Special Town Meeting warrant. Mr. Sheehan pointed out that there are three warrant articles for the high school project on the March 11, 2014 Special Town Meeting Warrant. CM moved to sign. SL seconded. Unanimous.
- 3.6 Review and approve one day special license for Terri Roy, VFW post 6538 for a Birthday Party on March 1, 2014 from 7-11PM. CM moved to approve. SL seconded. Unanimous.
- 3.7 Review and approve one day special license for Terri Roy, VFW post 6538 for a Fundraiser on March 8, 2014 from 6-10PM. CM moved to approve. SL seconded. Unanimous.
- 3.8 Update on the status of the Squannacook River Rail Trail. Mr. Sheehan was at a meeting at the Statehouse along with two members of the Rail Trail Committee, Peter Cunningham of Groton and Bill Rideout of Townsend; members of Representative Harrington's staff, Senator Donoghue's staff, Senator Flanagan's staff, DCR, Mass Transportation, MassDOT, and others about how to move forward with the Rail Trail. As a result the MBTA and Transit Realty will issue a request for proposals (RFP) for an entity to build a rail trail and hold a 99 year lease. There is no timeline for the RFP to be issued.
- 3.9 Update on net metering credit negotiations with Lunenburg: Mr. Sheehan informed the Board that there have been some changes in the projects which will result in the net metering credits no longer being available to Townsend.
- 3.10 Update on addressing items in the FY12 audit and update on FY13 audit. Mr. Sheehan gave the Board the following updates: The cash reconciliation process is largely caught up for FY14; the Water Superintendent has made some suggestions with regard to controls over the water collections and abatements, but to date the Water Commission has not embraced his recommendations; the risk assessment policy was addressed by the Board's earlier approval of a fraud policy; tax title accounts are being addressed by the Treasurer and may be auctioned off to assign the right to a private party to collect the taxes or take ownership; and the Assessors are maintaining a log of abatements.
- 3.11 Discussion of draft Town Administrator goals for 2014: Tabled until the next meeting.
- 3.12 Review request from Northeastern Land Services, land agent to Tennessee Gas Pipeline Co., for Survey Permission to enter Town-owned land to conduct surveying associated with the proposed Northeast Expansion Pipeline: Mr. Sheehan gave an overview of the project and the process. At this point the company is in the process of surveying. They have requested permission to enter town-owned land and have approached the Conservation Commission to enter and survey town and conservation land. CM asked if there is any direct benefit to the town. Mr. Sheehan equated any benefit to the indirect benefits of having a highway. There are legal considerations. If the project is approved at the federal and state levels, they may have the right of eminent domain due to the need for infrastructure. SL would like to direct the Town Administrator to send a letter asking them to present the Board with a detailed map. She is concerned about the wetlands, conservation land, and the Squannacook River as well as the timeline in conjunction with the proposed high school project. She would like more information from the company and more information from other communities who have dealt with them. Members of the audience voiced their concerns as well.
- 3.13 Review and approve policy for administration of worthy funds: CM moved to approve. SL seconded. Unanimous.

IV APPOINTMENTS OF PERSONNEL/OFFICIALS

None

V WORK SESSION

- 5.1 Board of Selectmen updates and reports. CM expressed the Board's condolences to the families of Wallace King and of Mr. Hirsch of Hirsch Lumber. They will be sorely missed.
- 5.2 Town Administrator updates and reports. None.
- 5.3 Review and sign payroll and bills payable warrants: CM moved to review and sign payroll and bills payable warrants out of session. SL seconded. Unanimous.

CM moved to adjourn at 8:22PM. SL seconded. Unanimous.