



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

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

Colin McNabb, *Vice-Chairman*

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SELECTMEN'S MEETING MINUTES
JULY 15, 2014, 7:00 P.M.
SELECTMEN'S MEETING CHAMBERS

I PRELIMINARIES

- 1.1 The Vice-Chairman called the meeting to order and roll call showed Colin McNabb, Vice-Chairman (CM) and Carolyn Smart, Clerk (CS) present.
- 1.2 CM announced that the meeting is being tape recorded.
- 1.3 Chairman's Additions or Deletions: CM deleted Review request of Fire Chief Mark Boynton to create new position(s) of Fire Department Mechanic and added 3.8A - Review and sign contract between the Water Department and Stantec for SCADA system construction administration in the amount of \$31,300; 3.10 - Review and approve Building Commissioner's request for transfer of appropriations in the amount of \$101.24 from Building Dept. expenses to Electrical Inspector expenses for mileage reimbursement; and 4.3 - Vote to appoint Jerrilyn Bozicas as Associate Member of Planning Board for a one year term from July 1, 2014 to June 30, 2015.
- 1.4 Approval of meeting minutes: None

II APPOINTMENTS AND HEARINGS None

III MEETING BUSINESS

- 3.1 Review and approve request from Recreation Commission to increase the revolving fund spending authorization: Mr. Sheehan explained that the Recreation Commission operates under a revolving fund with an annual authorization of \$52,000. It is not uncommon for them to request an increase in the authorization. Earlier in FY14 an additional \$15,000 was approved. In the last month they have exceeded their authorization. They are asking for an additional \$8,000. They usually keep their spending on par with the receipts they take in for their programs. CS moved to approve the request from the Recreation Commission to increase their revolving account spending authorization by an additional \$8,000 to \$67,000 for the year in accordance with c. 44, s. 53E1/2. CM seconded. Unanimous.
- 3.10 Review and approve Building Commissioner's request for transfer of appropriations in the amount of \$101.24 from Building Dept. expenses to Electrical Inspector expenses for mileage reimbursement: Mr. Sheehan said that this increase is attributable to the uptake in building permit activity. CS moved to approve Building Commissioner's request for transfer of appropriations in the amount of \$101.24 from Building Dept. expenses to Electrical Inspector expenses for mileage reimbursement. CM seconded. Unanimous.
- 3.2 Review and approve one year extension of Agreement for Government Access Television and Related Services with Radio Engineering Associates: Mr. Sheehan noted that the contract that was signed last year had the option for an extension. CS moved to approve a one year extension of Agreement for Government Access Television and Related Services with Radio Engineering Associates. CM seconded. Unanimous.

- 3.4 Review and approve chapter 90 Project Request from Ed Kukkula, Highway Superintendent, in the amount of \$20,000 to reclaim and pave the entire length of Spaulding Street: CS moved to approve the chapter 90 Project Request from Ed Kukkula, Highway Superintendent, in the amount of \$20,000 to reclaim and pave the entire length of Spaulding Street. CM seconded. Unanimous.
- 3.5 Review and approve chapter 90 Project Request from Ed Kukkula, Highway Superintendent, in the amount of \$38,800 to prepare data collection, field survey, base plan, preliminary design, environmental permitting assistance, final design and bidding assistance for the removal of the existing 36" culverts and replace with a new culvert at Old Meeting House Road: CS moved to approve the chapter 90 Project Request from Ed Kukkula, Highway Superintendent, in the amount of \$38,800 to prepare data collection, field survey, base plan, preliminary design, environmental permitting assistance, final design and bidding assistance for the removal of the existing 36" culverts and replace with a new culvert at Old Meeting House Road. CM seconded. Unanimous.
- 3.6 Review and discuss correspondence from the Water Department regarding transfer of Water collections from the Water Department to the Town Collector: CM asked to wait until a full Board is present.
- 3.7 Vote to confirm and disclose the memorandum of agreement with the Telecommunications Union. CS moved to confirm and disclose the memorandum of agreement with the Telecommunications Union. CM seconded. Unanimous.
- 3.8 Review and sign contract between the Water Department and Weston & Sampson CMR, Inc. for SCADA system upgrade in the amount of \$156,249. CS disclosed that she is an employee of the water department but she has no financial interest in this contract and has filed a disclosure with the Town Clerk. CS moved to approve and sign subject to Town Counsel's review. CM seconded. Unanimous.
- 3.8A Review and sign contract between the Water Department and Stantec for SCADA system construction administration in the amount of \$31,300. CS moved to approve and sign. CM seconded. Unanimous.
- 3.9 Review and discuss alternative gas pipeline route proposed by Beaver Brook Association and review draft correspondence: CM asked to wait until a full Board is present. CS would like to meet with Beaver Brook before the Special Town Meeting. Mr. Sheehan has drafted a letter for signature.

IV APPOINTMENTS OF PERSONNEL/OFFICIALS

- 4.1 Vote to reappoint Carrin Cullota to the Meeting Hall Gallery Committee for a term from July 1, 2014 to June 30, 2016: CS moved to reappoint Carrin Cullota to the Meeting Hall Gallery Committee for a term from July 1, 2014 to June 30, 2016. CM seconded. Unanimous.
- 4.2 Vote to appoint John DeAngelillo to the Fire-EMS Headquarters Building Committee: CS moved to appoint John DeAngelillo to the Fire-EMS Headquarters Building Committee. CM seconded. Unanimous.
- 4.3 Vote to appoint Jerrilyn Bozicas as Associate Member of Planning Board for a one year term from July 1, 2014 to June 30, 2015: CS moved to appoint Jerrilyn Bozicas as Associate Member of Planning Board for a one year term from July 1, 2014 to June 30, 2015. CM seconded. Unanimous.

V WORK SESSION

- 5.1 Board of Selectmen updates and reports: CS requested a meeting with the Building Inspector and the Fire Chief to discuss permitting for the new high school. She thanked Karen Clement and Cynthia Schulze for organizing a group of volunteers to clean and spruce up the Kids Kountry Playground. CS also announced that there will be a pipeline march on July 21st starting at 6PM at the VFW and will continue to the common. Everybody is urged to participate and wear red. There is a meeting scheduled for August 5th with Representative Harrington and Senator Benson at Lunenburg High School. She announced hours for voter registration. CM read the Townsend Fire-EMS lawn party announcement into the record and encouraged the public to come dunk him and the Fire Chief in the dunk tank.
- 5.2 Town Administrator updates and reports: Mr. Sheehan reminded everyone that the Special Town Meeting about the pipeline project will be Thursday, July 31st at 7:00PM at Hawthorne Brook Middle School. The pipeline coalition group has expanded beyond Middlesex county and has more than 11

communities involved. There will not be another regularly scheduled Board of Selectmen's meeting until August 12th.

- 5.3 Review and sign payroll and bills payable warrants. CS moved to sign out of session. CM seconded. Unanimous.

CS moved to adjourn at 7:30PM. CM seconded. Unanimous.

Note: documents used or referenced during the meeting are available at http://www.townsend.ma.us/Pages/TownsendMA_BOSAgenda/ or in the Selectmen's Office.