



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

Colin McNabb, *Chairman*
Andrew J. Sheehan,
Town Administrator

Carolyn Smart, *Vice-Chairman*

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MINUTES
SEPTEMBER 1, 2015, 6:00 P.M.
SELECTMEN'S CHAMBERS, TOWN HALL
272 MAIN STREET, TOWNSEND, MA

I PRELIMINARIES

- 1.1 Chairman called the meeting to order. Roll called showed Carolyn Smart, CS and Gordon Clark GC, present.
- 1.2 Pledge of Allegiance observed.
- 1.3 CS announced that the meeting is being tape recorded.
- 1.4 Chairman's Additions or Deletions: None
- 1.5 Town Administrator updates and reports:
 - Town Administrator, Andrew Sheehan (AS), reported that the gas pipeline coalition meeting was held at 272 Main Street in the Selectmen's Chambers on Monday August, 31, 2015. Discussed permits still being in process. Representative Harrington was present and said that a letter was being put together by herself and Representative Jones to FERC regarding the pipeline project.
 - Fire/EMS Committee will be at the next meeting to give an update on West Station. Residents are putting together a petition to modify the approval from the spring Town Meeting.
 - Next week's agenda will also contain an update regarding the route 119 sidewalk and bike trail.
 - AS said the Town Meeting on December 8 is late in the year and he may ask the Board to meet on the following Thursday (Dec. 10) to give the Department of Revenue time to set the tax rate.
- 1.6 Board of Selectmen announcements, updates, and reports:
 - GC asked if the September 8 meeting could be moved up to 5PM, AS and CS agreed to that time.
 - GC described his first four months as a member of the Board of Selectmen and thanked Jodie Deschenes, Executive Assistant to the Town Administrator, and AS for their help and guidance.
 - Several months ago, GC attended a class and found out about the Community Compacts that Townsend has applied for. AS filled out all the paperwork and the Lieutenant Governor Karyn Polito will be here Thursday, September 3 to sign the Compact.
 - Chief Boynton has instituted a policy in which the staff will man the front desk Monday through Friday to answer phone calls and schedule appointments as needed.
 - GC reported that the grounds look excellent and thanked Roger Rapoza, Cemetery and Parks Superintendent, and Mark Mercurio, Facilities Manager.
 - CS reported that she received a call from a resident about municipal aggregation for electricity. AS said that there is Town Meeting approval to pursue aggregation, but at the time of approval it was not that advantageous. AS will look in to issuing an RFP.
 - CS said that Highway Superintendent, Ed Kukkla received a memo from Baystate Roads from completing all training workshops and commended him for becoming a Roads Scholar.

- CS reported that the Police Chief has retired and the Town has posted for an Interim Chief. GC acknowledged Police Chief Erving Marshall Jr.'s 38 years of service to Townsend. CS suggested that GC work with AS to find an interim chief. GC moved to have GC and AS conduct interviews with all applicants on a date to be determined, possibly next Tuesday, and report back to the Board and make a determination. CS seconded. Unanimous.

1.7 Meeting minutes: None

II APPOINTMENTS AND HEARINGS

None

III MEETING BUSINESS

- 3.1 Discuss reorganization of Board of Selectmen. CS suggested that GC take the position of Chairman because of his public safety background and the need to hire a Police Chief. CS moved to name GC as Chairman of the Board of Selectmen. GC seconded. Unanimous.
- 3.2 Review draft response to Open Meeting Law complaint against the Board of Selectmen. Discussed AS's response to the Open Meeting Law complaint. AS reached out to Town Counsel for guidance. CS made a motion to approve the response to Open Meeting Law complaint against the Board of Selectmen pending review and changes by counsel and to sign outside of meeting. GC seconded. Unanimous.
- 3.3 Review and approve request of Recreation Commission Chairman Alice Kennedy to declare surplus the ramp to the Town Hall Annex at 274 Main Street. CS moved to declare surplus the ramp to the Town Hall Annex at 274 Main Street. GC seconded. Unanimous.
- 3.4 Review and approve Chapter 90 final report and reimbursement request in the amount of \$29,900 for the pavement management program. CS moved to approve Chapter 90 final report and reimbursement request in the amount of \$29,900 for the pavement management program. GC seconded. Unanimous.
- 3.5 Review and approve Chapter 90 project request in the amount of \$32,000 to mill and resurface 1600 feet of Depot Street from the intersection of Elm Street to Main Street. CS moved to approve Chapter 90 project request in the amount of \$32,000 to mill and resurface 1600 feet of Depot Street from the intersection of Elm Street to Main Street. GC seconded. Unanimous.
- 3.6 Review and approve Chapter 90 project request in the amount of \$69,000 to mill and resurface 1600 feet of Elm Street from the intersection of Main Street. CS moved to approve Chapter 90 project request in the amount of \$69,000 to mill and resurface 1600 feet of Elm Street from the intersection of Main Street. GC seconded. Unanimous.
- 3.7 Review and approve Chapter 90 project request in the amount of \$20,000 to crack seal 13,900 linear feet of roads on Reagan Road, Laurie Drive, Robyn Drive, Granite Road, Dix Street, Meadow Road, Horseshoe Drive, and Shirley Road. CS moved to approve Chapter 90 project request in the amount of \$20,000 to crack seal 13,900 linear feet of roads on Reagan Road, Laurie Drive, Robyn Drive, Granite Road, Dix Street, Meadow Road, Horseshoe Drive, and Shirley Road. GC seconded. Unanimous.
- 3.8 Review and approve Chapter 90 project request in the amount of \$57,263 to reclaim and resurface 1,320 feet of Barker Hill Road from Turnpike Road to Dudley Road. CS moved to approve Chapter 90 project request in the amount of \$57,263 to reclaim and resurface 1,320 feet of Barker Hill Road from Turnpike Road to Dudley Road. GC seconded. Unanimous.
- 3.9 Review and approve Chapter 90 project request in the amount of \$30,653 to reclaim and resurface 800 feet of Linden Street. CS moved to approve Chapter 90 project request in the amount of \$30,653 to reclaim and resurface 800 feet of Linden Street. GC seconded.
- 3.10 Review and approve application of Unitil to cross, alter, or construct within a Town way to install a gas service at 18 Warren Road. CS moved to approve application of Unitil to cross, alter, or construct within a Town way to install a gas service at 18 Warren Road. GC seconded. Unanimous.

- 3.11 Review and approve application of Unitil to cross, alter, or construct within a Town way to install a gas service at 13 Elm Street. CS moved to review and approve the application of Unitil to cross, alter, or construct within a Town way to install a gas service at 13 Elm Street. GC seconded. Unanimous.
- 3.12 Review and approve application of Unitil to cross, alter, or construct within a Town way to install a gas service at 6 School Street. CS moved to approve application of Unitil to cross, alter, or construct within a Town way to install a gas service at 6 School Street. GC seconded. Unanimous.
- 3.13 Review and discuss Board of Selectmen and Town Administrator goals. AS recommended putting this item off until after the election and waiting for a three (3) member Board. Goals will still continue to be worked on. CS suggested setting up some work sessions in October or November to address some specific policies. This month's focus is on finding an Interim Police Chief and using salt this winter.

IV APPOINTMENTS OF PERSONNEL/OFFICIALS

- 4.1 Discuss the recommendation of the Conservation Commission to appoint Michael Turgeon to the Conservation Commission and ratify the appointment made on August 11, 2015. AS said this item relates to the Open Meeting Law complaint in item 3.2. Per counsel's advice, the Board put the appointment on the agenda to give the public an opportunity to discuss it. Laura Doell asked CS to clarify the statement she made at the last meeting that Michael Turgeon would be an acting member of the Conservation Commission because the Board of Selectmen approved it. CS clarified that the Board approved the Conservation Commission's request to appoint Michael Turgeon. Laura Dole stated her concern that the ethics question was not made public and that Michael Turgeon had previously worked for someone that is currently in litigation with the Town. CS read an email from counsel and does not think it is fair, in her opinion to keep bringing up the litigation. CS moved to confirm the appointment of Michael Turgeon for a term effective August 11, 2015 to June 30, 2016. GC seconded. Unanimous.

Alice Kennedy, the Recreation Commission Chairman, asked for clarification on the surplus of the ramp discussed in item 3.3. The Recreation Commission wants to be allowed to dispose of it to a willing person (and Eagle Scout) that will be able to repurpose the ramp. CS made a motion to allow the Chief of Procurement, AS, to dispose of the wood in a manner most advantageous to the people of Townsend. GC seconded. Unanimous.

V WORK SESSION

- 5.1 Review and sign payroll and bills payable warrants. CS moved to review and sign payroll and bills payable warrants outside of session. GC seconded. Unanimous.

CS moved to adjourn at 6:58PM. GC 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.