



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

Carolyn Smart, *Chairman*

Gordon Clark, *Vice-Chairman*

Cindy King, *Clerk*

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MINUTES
DECEMBER 15, 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 call showed Carolyn Smart, Chairman (CS), Gordon Clark, Vice-Chairman (GC) and Cindy King, Clerk, (CK) present.
- 1.2 Pledge of Allegiance observed.
- 1.3 Chairman announced that the meeting is being tape recorded for minute taking purposes.
- 1.4 Chairman's Additions or Deletions
 - 3.8 Discussion Contract Amendment, RE: Public Meeting Broadcast.
 - 3.9 Discussion Interim Police Chief
- 1.5 Executive Session pursuant to GL c. 30A, s. 21(a)(2) to discuss strategy or to conduct negotiations with non-union personnel with respect to the Interim Town Administrator. CK moved to enter in to Executive Session pursuant to GL c. 30A, s. 21(a)(2) to discuss strategy or to conduct negotiations with non-union personnel with respect to the Interim Town Administrator and return to open meeting. Roll call vote unanimous.

IV APPOINTMENTS OF PERSONNEL/OFFICIALS

- 4.1 Appoint James Kreidler as the Interim Town Administrator for a term effective December 15, 2015 to June 30, 2016. CK moved to Appoint James Kreidler as the Interim Town Administrator for a term effective December 15, 2015 to June 30, 2016 and execute and sign the contract agreed to in Executive Session. GC seconded. Unanimous.
- 4.2 Appointment James Kreidler the Chief Procurement Officer for a term effective December 15, 2015 to June 30, 2016. CK moved to appointment James Kreidler as the Chief Procurement Officer for a term effective December 15, 2015 to June 30, 2016. GC seconded. Unanimous.
- 4.3 Appoint James Kreidler to the Police Chief Screening Committee effective December 15, 2015 until the charge is complete and the Committee is dissolved. CK moved to appoint James Kreidler to the Police Chief Screening Committee effective December 15, 2015 until the charge is complete and the Committee is dissolved. GC seconded. Unanimous.

III MEETING BUSINESS

- 3.1 Sign proclamation declaring the month of January Senior Appreciation Month. GC read proclamation declaring January Senior Appreciation Month.
- 3.2 Review and approve request of Fire-EMS Chief Mark Boynton to declare surplus a Forestry 2 1974 military vehicle. CK moved to approve request of Fire-EMS Chief Mark Boynton to declare surplus a Forestry 2 1974 military vehicle. GC seconded. Unanimous.

- 3.3 Review and approve request from Townsend Police Department to declare surplus a 2006 Ford Sedan. GC moved to table 3.3 Review and approve request from Townsend Police Department to declare surplus a 2006 Ford Sedan to January agenda. CK seconded. Unanimous.
- 3.4 Review and approve request from Mark Mercurio, Facilities Manager to declare surplus the non-treated wood ramp and rear stairway from the temporary trailers located at 272 Main Street. CK moved to declare surplus the non-treated wood ramp and rear stairway from the temporary trailers located at the rear of 272 Main Street valued at no cost and that the as long as the next owner sign a release and waiver releasing the Town from liability before removing. GC seconded. Unanimous.
- 3.5 Review and approve one day liquor license for Sarah Goyette for a family party to be held on Saturday January 9, 2016 at the Townsend Congregational Church with serving hours from 3:30P.M. to 10:00P.M. CK moved to approve a one day liquor license for Sarah Goyette for a family party to be held on Saturday January 9, 2016 at the Townsend Congregational Church with serving hours from 3:30P.M. to 10:00P.M. GC seconded. Unanimous.
- 3.6 Review and discuss strategy to fulfill Treasurer/Tax Collector functions. CK discussed meeting with Town Accountant, Chief Assessor and Town Administrator to come up with a strategy to fulfill Treasurer/Tax Collector functions. Will continue to post for position on the MMA website and accept applicants, however recommend hiring a firm in the meantime. Interim Town Administrator, James Kreidler (JK) discussed a proposal from Strategic Solutions. CK moved to authorize the Chairman to enter in to a contract with Strategic Solutions at \$115/hr up to 2 days a week for 10 weeks as the proposal attached to the record. GC seconded. Unanimous.
- 3.7 Discussion, RE: Update on the plaque in memory of Jesse Newcombe for the West Meadow Bridge. Discussed small plaque that would be put up in the memory of Jesse Newcombe by his mother. GC moved to allow a plaque in the memory of Jesse Newcombe to be places on the West Meadow Bridge by his mother. CK seconded. Unanimous.
- 3.8 Discussion Contract Amendment, RE: Public Meeting Broadcast. Steve Cloutier of Radio Engineering Associates (REA) discussed a public access corporation. Suggested access coordinator that needs to be paid, amend IT contract to include the access coordinator. JK suggested a motion to amend contract with REA not to exceed \$12,500 for cable operator and authorize the Chief Procurement officer to draft such contract and the Chair to execute offline. CK so moved. GC seconded. Unanimous.
- 3.9 Discussion Interim Police Chief. Chief DeMoura submitted his resignation last night and his final day will be Decemeber 31, 2015. CS suggested that the Police Chief Screening Committee handle finding an Interim. CK asked how long an Interim would be in place, until approximately April. CK asked if the most senior officer could be named Interim Chief, CS said that she thought it would be too much work to handle both Lieutenant and Chief duties. JK said that if no decision is made by December 31, 2015, the most senior officer would be the default Chief. CK said that she was interested in discussing that further. JK said that GC would not be able to vote on this matter as it would have effect on a supervisor of a family member, GC disagreed stating he had Town Counsel's opinion on the matter stating he could be involved in that decision. CK moved to direct Town Administrator to contact BadgeQuest to provide an Interim Chief due to the resignation of Chief DeMoura as soon as possible. CS seconded. CK and CS voted yes, GC recused himself from the vote. BadgeQuest will not charge extra to provide this service.

V WORK SESSION

- 5.1 Board of Selectmen announcements, updates, and reports:
- CK said that the dedication for the new fire station last Sunday was wonderful, suggested that if anyone took any pictures please send in to Town Administrator's office for the Annual Town Report.
 - GC Board of Health said that trash will be picked up Thursday instead of Friday during the week of Christmas.

- Discussed meeting schedule for January.
 - CS discussed excess money for sidewalk design for 119, provided handout received from Ed Kukkula, Highway Supervisor, and suggested adding this to a future agenda.
 - CS discussed the school budget.
 - Resident asked if Communication Supervisor, Dave Mazza resigned, CS said that she heard that he had but has not gone through the mail to confirm.
- 5.2 Town Administrator announcements, updates, and reports:
- Discussed Interim Town Administrator email and JK encouraged anyone to stop by the office to speak to him and get to know him.
 - JK also suggested putting his resume on the website. GC moved to authorize JK to put information on the website. CK seconded. Unanimous.
- 5.3 Review and sign payroll and bills payable warrants. CK moved to review and sign bills payable warrants outside of session. GC seconded. Unanimous.

CK moved to adjourn at 6:59PM. GC seconded. Unanimous.