



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

Carolyn Smart, *Chairman*
James Kreidler,
Interim Town Administrator

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AGENDA
APRIL 12, 2016 7:30 P.M.
SELECTMEN'S CHAMBERS, TOWN HALL
272 MAIN STREET, TOWNSEND, MA

I. PRELIMINARIES

- 1.1 Chairman called the meeting to order at 7:30PM. 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.
- 1.4 Chairman's Additions or Deletions. ADD 3.11

II. APPOINTMENTS AND HEARINGS-VOTES MAY BE TAKEN

- 2.1 Appoint Martin W. Scott as EMS Coordinator for the Fire-EMS Department effective April 12, 2016 with a six-month probationary period contingent upon the passing of a pre-placement exam and background check. CK moved to appoint Martin W. Scott as EMS Coordinator for the Fire-EMS Department effective April 12, 2016 with a six month probationary period contingent upon the passing of a pre-placement exam and background check. GC seconded. Unanimous.

III. MEETING BUSINESS- VOTES MAY BE TAKEN

- 3.1 Discussion, RE: DLS Report for consolidated DPW Department and review of existing membership of the DPW Exploratory Committee. Resident Todd Melanson, (TM), discussed his opinions and concerns on the DLS report regarding the consolidated DPW Department. CS suggested that TM go through the current report and point out the concerns so that the DPW Exploratory Committee could review it. TM is trying to meet with DLS to discuss further. CS asked TM for an outline going through the report, TM agreed. John Barrett asked about the DPW Exploratory Committee adding members. CS asked for an update from the DPW Committee. Town Administrator, James Kreidler, (JK), suggested that the Town Administrator work with the DPW Committee but not as a voting member. GC is the Board's liaison for highway, water, etc.
- 3.2 Review/Approve Chapter 90 Project Request, RE: Stormwater mapping for the amount of \$19,900.00. CK moved to approve Chapter 90 Project Request regarding storm water mapping in the amount of \$19,900.00. GC seconded. Unanimous.
- 3.3 Review/Approve Request by Highway Superintendent, RE FY17 Material Bid Contract Extension. CK moved to approve request by Highway Superintendent FY 17 Material Bid Contract Extension and read bid. GC seconded. Unanimous.
- 4.1 Town Administrator updates and reports.
 1. Personnel Updates:

Christine Vitale's completion of the Massachusetts Association of Conservation Commissions (MACC) Fundamentals for Conservation Commissioners course, receiving a Certificate of Achievement.

2. Financial Updates:

- a. DRAFT FY17 Budget Review and Discussion
- b. DRAFT Special and Annual Town meeting Warrant Review and Discussion
- c. Board consideration of voting certain capital expenditures as emergency per Section 14-1 (E) of the Town's Capital Planning Committee Bylaw.

JK reviewed the Fire Chiefs request for an ambulance and something else. Water Department also has some emergency capital request. Chief Mark Boynton, (MB) explained that the ambulance motor blew, second time that has happened, \$25,000 to replace. Not cost effective to replace again. Currently running a 1999 ambulance. GC asked about longer warranty on a new ambulance. JK and MB will look in to warranty options. CK discussed article 12 ALS ambulances required to have a pump. MB discussed adjusting ambulance rates, with newly appointed EMS Coordinator.

CK moved to approve article 12 and 13 for the ambulance and IV section pursuant to section 1 e of Townsend bylaws. GC seconded. Unanimous.

3.4 Review/Approve one-day liquor license for Terri Roy of VFW Post #6538 as follows:

- Birthday Party on April 23, 2016 with serving hours from 7:00PM-11:00PM
- Birthday Party on May 14, 2016 with serving hours from 6:00PM-10:00PM
- Wedding on June 11, 2016 with serving hours from 5:00PM-10:00PM
- 25th Anniversary Party on June 25, 2016 with serving hours from 6:00PM-10:00P

CS recused herself from voting. CK moved to approve the one day liquor licenses for Terri Roy of VFW Post #6538 as follows:

- Birthday Party on April 23, 2016 with serving hours from 7:00PM-11:00PM
- Birthday Party on May 14, 2016 with serving hours from 6:00PM-10:00PM
- Wedding on June 11, 2016 with serving hours from 5:00PM-10:00PM
- 25th Anniversary Party on June 25, 2016 with serving hours from 6:00PM-10:00P

GC seconded. Unanimous.

3.5 Review/Approve Cross, Alter, and/or Construct within a Town Way permit for Unutil, RE: Gas repair at 1 Greeley Road. GC asked about reevaluating the fee structure, JK said that he would look in to it. See Item 3.6 for motion.

3.6 Review/Approve Cross, Alter, and/or Construct within a Town Way permit for Unutil, RE: Gas repair at 7 Proctor Road. CK moved to approve cross, alter, and/or Construct within a Town Way permit for Unutil regarding gas repair at 1 Greeley Road and 7 Proctor Road. GC seconded. Unanimous.

3.7 Review/Comment Planning Board Mandatory Referral, RE: Zoning Change for Ground-mounted Solar Energy Overlay District. Laura Shifrin, Planning Board Clerk, said that there was a lot of people at the meeting and there was another person who wanted to be added to the overlay district. GC recommended that JK get an update regarding the Planning Board meeting last night. The Board had no comment.

3.8 Review/Comment Planning Board Mandatory Referral, RE: Street Acceptance for Alyssa Drive. The Board had no comment.

3.9 Review/Declare surplus a 2000 Ford Crown Victoria sedan with an estimated value in accordance with Kelly Blue Book. CK moved to declare surplus a 2000 Ford Crown Victoria sedan with an estimated trade value of \$0. GC seconded. Unanimous.

3.10 Review/Sign proclamation, RE: National Volunteer Week. CK read volunteer proclamation. CK moved to sign National Volunteer Week proclamation. GC seconded. Unanimous.

3.11 Review Board of Health Administrator, Carla Walters request to declare five (5) metal storage containers surplus, estimated to have no value. CK moved to declare five (5) metal storage containers surplus, estimated at no value. GC seconded. Unanimous.

VI. WORK SESSION. VOTES MAY BE TAKEN

4.1 Town Administrator updates and reports.

1. Personnel Updates: JK read Christine Vitale's completion of the Massachusetts Association of Conservation Commissions (MACC) Fundamentals for Conservation Commissioners course, receiving a Certificate of Achievement. JK read accompanying letter.

Board consideration of voting certain capital expenditures as emergency per Section 14-1 (E) of the Town's Capital Planning Committee Bylaw.

2. Financial Updates

b. DRAFT Special and Annual Town meeting Warrant Review and Discussion: JK reviewed draft meeting warrants. (see attached)

a. DRAFT FY17 Budget Review and Discussion. JK went over proposed FY17 budget in draft form. (see attached)

CK moved to Recess at 855PM. GC seconded. Unanimous. Back at 900PM

Project updates- None

1. Miscellaneous Updates- None

4.2 Board of Selectmen announcements, updates, and reports.

CS said that the BOS went to the FERC meeting, and asked that the statement that was presented be added to the website.

CS asked about meeting with FinCom next week and also discussing the charter review at the same time, CS asked JK to organize that meeting.

JK explained how the warrant would be laid out for Town Meeting.

CS received Eagle Scout proclamation request and asked GC to attend, he will look at his schedule to see if he will be able to attend. CS said that she would be able to attend if GC is unavailable.

JK said that Cushing Academy coming in on Thursday to lay mulch-worked with Cemetery, Highway and Facilities.

4.4 Review and sign payroll and bills payable warrants.

CK moved to review and sign payroll and bills payable warrant outside of session. GC seconded. Unanimous.

V. ADJOURNMENT:

CK moved to adjourn at 955PM GC seconded. Unanimous.