



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

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

Gordon Clark, *Vice-Chairman*

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MEETING MINUTES
MAY 17 2016 6:00 P.M.
SELECTMEN'S CHAMBERS, TOWN HALL
272 MAIN STREET, TOWNSEND, MA

I PRELIMINARIES

- 1.1 Chairman called the meeting to order at 6:00PM. 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 Announce that the meeting is being tape recorded.
- 1.4 Chairman's Additions or Deletions.

II APPOINTMENTS AND HEARINGS-VOTES MAY BE TAKEN

- 3.1 Proclaim the week of May 15th through the 21st as emergency Medical Services Week. CK read proclamation. CK moved to sign proclamation. GC seconded. Unanimous.
- 3.2 Review and approve a one day liquor license for Reverend Jeremy St. Martin of St. John's Parish for a fundraiser on May 20, 2016 with serving hours from 7PM-10PM. CK moved to approve a one day liquor license for Reverend Jeremy St. Martin of St. John's Parish for a fundraiser on May 20, 2016 with serving hours from 7PM-10PM. GC seconded. Unanimous.
- 2.1 6:00PM Discussion regarding cable contracts with Cable Committee. Discussed Comcast needing to complete the make ready poles that was in the contract. Steve Cloutier of the Cable Committee (SC) said that it was up to the Selectmen's office to initiate work order. Town Administrator, James Kreidler (JK) and SC will contact Jim Dee at Comcast. GC moved to authorize the Town Administrator to take on the responsibilities. CK seconded. Unanimous

PEG Access-cable committee is ready to for to operate a non profit to operate channel 9 and public access. Discussed setting up the non-profit and how it will be set up regarding elected or appointed officials. JK said that he could work with the commission and Bill Hewig at Kopelman and Paige, Town Counsel. GC suggested adding this subject to the May 31 meeting agenda. SC said that this should be completed by July 1 because that is when funding runs out. Discussed the time it takes to set up a non profit.

III MEETING BUSINESS- VOTES MAY BE TAKEN

- 3.3 Review and adopt the Montachusett Region Natural Hazard Mitigation Plan 2015 Update. Shirley Coit, Chairman of TEMA, (SC) explained this document was needed to get grants. CK moved to review and sign the Montachusett Region natural Hazard Mitigation Plan. GC seconded

IV WORK SESSION. VOTES MAY BE TAKEN

- 4.1 Town Administrator updates and reports.
 - 1. Personnel Updates-None at this time
 - 2. Financial Updates- None at this time
 - 3. Project updates- None at this time
 - 4. Miscellaneous Updates –None at this time
- 4.2 Board of Selectmen announcements, updates, and reports:
 - CK said that the Memorial Day parade on May 29, 2016 followed by activities on the common. Looking volunteers to help put flags out on the cemetery
- 4.3 Meeting minutes:
- 4.4 Review and sign payroll and bills payable warrants. CK moved to sign the bills payable warrant outside of session. GC seconded. Unanimous.

EXECUTIVE SESSION

Executive Session: pursuant to GL c. 30A, s. 21(a)(1) to discuss complaints brought against public officers, employees, staff members, or individuals. CK moved to enter in to Executive Session: pursuant to GL c. 30A, s. 21(a)(1) to discuss complaints brought against public officers, employees, staff members, or individuals. GC seconded. Roll call vote unanimous.