



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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MINUTES
JANUARY 12, 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 Chairman announced that the meeting is being tape recorded.
- 1.4 Chairman's Additions or Deletions: None

II APPOINTMENTS AND HEARINGS

- 3.1 Review and approve request of Fire-EMS Chief Mark Boynton to declare surplus two spools of 18 gauge figure 8 alarm wire estimated to be 5,000 long. CK moved to approve request of Fire-EMS Chief Mark Boynton to declare surplus two spools of 18 gauge figure 8 alarm wire estimated to be 5,000 long. GC seconded. Unanimous.
- 3.2 Review and approve Chapter 90 project request in the amount of \$12,457.19 to mill and resurface 800 feet of Linden Street. CK moved to approve Chapter 90 project request in the amount of \$12,457.19 to mill and resurface 800 feet of Linden Street. GC seconded. Unanimous. CK rescinded the previous vote GC seconded. Unanimous. CK moved to approve Chapter 90 project reimbursement in the amount of \$12,457.19 for milling and resurface 800 feet of Linden Street. GC seconded. Unanimous.
- 2.1 6:05PM Joint meeting with the Planning Board with the purpose to fill one vacancy on the Planning Board. The appointment will be made by the majority vote of the Board of Selectmen and the Planning Board. The Planning Board called to order. Laura Shifrin, Planning Board Clerk, moved to appoint Ed Howard to the planning Board to fill a vacancy until the next Town Election. GC seconded. Unanimous.
- 2.2 6:15PM Town Clerk Kathy Spofford to discuss dog licenses, Annual Town election, primary election and an issue paying one of the Registrars. Kathy Spofford, Town Clerk, (KS) announced that dog license were available. Number one tag contest for dogs registered before March. Nomination papers are available for upcoming election, held April 25, 2016. Census forms have gone out, please return, Presidential Primary is March 1, 2016. KS explained an issue regarding paying on the registrars; one of the registrars does not want to pay in to retirement, KS asked if there was a way to pay for two months, July and August. Interim Town Administrator, James Kreidler (JK) said that it should be possible to pay as the amount is under the \$600 threshold.

III MEETING BUSINESS

- 3.3 Review and approve Chapter 90 project reimbursement in the amount of \$21,655.69 to mill and resurface 1,320 feet of Barker Hill Road. CK moved to approve Chapter 90 project reimbursement in the amount of \$21,655.69 to mill and resurface 1,320 feet of Barker Hill Road. GC seconded. Unanimous.

- 3.4 Review and approve Chapter 90 reimbursement request in the amount of \$25,094.76 to mill and resurface 1050 feet of Depot Street. CK moved to approve Chapter 90 project reimbursement request in the amount of \$25,094.76 to mill and resurface 1050 feet of Depot Street. GC seconded. Unanimous.
- 3.5 Review and approve Chapter 90 reimbursement request in the amount of \$60,370.45 to mill and resurface 1,584 feet of Elm Street. CK moved to approve Chapter 90 reimbursement request in the amount of \$60,370.45 to mill and resurface 1,584 feet of Elm Street. GC seconded. Unanimous.
- 3.7 Review and approve request of Interim Police Chief Rock Barrieau to declare surplus a 2006 Ford Five Hundred police sedan with a trade value of approximately \$600.00. CK moved to approve request of Interim Police Chief Rock Barrieau to declare surplus a 2006 Ford Five Hundred police sedan with a trade value of approximately \$600.00. GC seconded. Unanimous.
- 3.8 Review and approve one day liquor license for Steven Best for Saint John's Church for the Polish Food Festival on February 6, 2016 with serving hours from 6:00PM-10:00PM. CK moved to approve one day liquor license for Steven Best for Saint John's Church for the Polish Food Festival on February 6, 2016 with serving hours from 6:00PM-10:00PM. GC seconded. Unanimous.
- 4.1 Review request of Neil McGorty to be re-appointed as a Constable for the Town of Townsend for terms from January 12, 2016 to June 30, 2019. GC said that there had been a discussion on how constables were appointed and there is a checklist in place, however, since this a re-appointment that list would not be necessary. CK moved to re-appointed as a Constable for the Town of Townsend for terms from January 12, 2016 to June 30, 2019. GC seconded. Unanimous.
- 4.2 Review request from Alice Struthers to appoint Diane Blankenburg to the Townsend Meeting Hall Gallery with a term from January 12, 2015 to June 30, 2016. CK moved to appoint Diane Blankenburg to the Townsend Meeting Hall Gallery with a term from January 12, 2016 to June 30, 2016. GC seconded. Unanimous.

IV APPOINTMENTS OF PERSONNEL/OFFICIALS

V WORK SESSION

- 5.1 Town Administrator updates and reports. Town Administrator, James Kreidler, (JK) went through his report (see attached)
 - 1. Financial Updates- JK went over the Memorandum of Agreement (MOA) between the Board and the building Commissioner, Rich Hanks, regarding his stipend for work related to the new high school. The MOA needs to be renewed annually. CK moved to execute the previously voted MOA with Mr. Hanks. GC seconded. Unanimous.
 - 2. Project updates-(see attached)
- 3.6 Review and discuss Sidewalk Construction Proposal from Weston & Sampson for constructing a sidewalk at Route 119-Route 13 to Sterilite. Ed Kukkula, Highway Superintendent (EK), was present to discuss the Route 119 sidewalk project, as well as an update on winter storm operations. JK said that EK should be recognized for the amazing job he and his crew are doing keep the roads free of snow, using the salt mixture that was instituted this year. GC commended EK for taking such initiative to implement the salt mixture. Discussed the cost effectiveness of using salt as opposed to sand. GC asked EK how many employees he started with, he said 8, and now that is down to a staff of 4. CS suggested tabling the Sidewalk Construction Proposal from Weston & Sampson for constructing a sidewalk at Route 119-Route 13 to Sterilite until JK and EK could get together and discuss further. GC asked EK to tell his staff that they're awesome.

Town Administrator report continued from Item 5.1:

- 3. Miscellaneous Updates-(see attached). JK discussed the an open meeting law complaint that requires a response and suggested the Board vote to allow him to prepare a response and have the Chair sign out of session. CK moved to authorize the Chair and the Town Administrator to work together to compile a response to the open meeting law complaint and report back next week. GC seconded. Unanimous.

JK clarified who is a custodian of records, and said that he put an email out asking public records requests go through the Town Administrator.

- 5.2 Board of Selectmen announcements, updates, and reports:
 - GC complimented the Board members for their professionalism.
 - GC complimented JK for being a solutions maker.
 - CS announced that the Fire-EMS association will pick up Christmas Trees for a \$10 donation
 - CS announced the next School Budget meeting would be meeting January 25.
 - CS recognized Susan Bresnick and Rebecaa Hersey for the great job they are doing in the Treasurers/Tax Collectors office.
 - CS asked about employee training, JK said that he is working on setting up a training session.
 - CS asked about a Department Head meeting.
 - CS congratulated the new president of the Townsend Business Association, Lindsay Morand.
- 5.3 Meeting minutes: CK moved to accept the minutes for 11/10/2015, 11/24/2015, and 12/1/2015. GC seconded. Unanimous.
- 5.4 Review and sign payroll and bills payable warrants. CK moved to review and sign bills payable warrants and sign outside of session. GC seconded. Unanimous.

CK moved to adjourn at 8:08PM. GC seconded. Unanimous.