



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

Carolyn Smart, *Chairman*

Gordon Clark, *Vice-Chairman*

Cindy King, *Clerk*

James Kreidler,
Interim Town Administrator

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MINUTES
JANUARY 19, 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 announces that the meeting is being tape recorded.
- 1.4 Chairman's Additions or Deletions: None

- 3.2 Discuss Open Meeting Law Complaint and response. Interim Town Administrator, James Kreidler (JK), discussed that there were two Open Meeting Law Complaints, one from December 24, 2015 and the other dated January 5, 2016 both filed by Kelly Kelly. JK read the complaints and Selectmen's responses into the record (please see attached). CK recused herself from voting as she was not a member of the Board of Selectmen at the time referenced in the complaints. GC moved to except and execute the response read by Town Administrator and to sign. CS seconded. GC and CS (YES), CK abstained.

V WORK SESSION

- 5.1 Town Administrator updates and reports.
 1. Personnel Updates-None
 2. Financial Updates - None
 3. Project updates - None
 4. Miscellaneous Updates- None
- 5.2 Board of Selectmen announcements, updates, and reports:
 - GC said that he walked through the annex today and commended all the effort that was put forth for such progress, thanking Karen Chapman of the Energy Committee for assisting in obtaining a grant for replacement windows.
 - CS said that there will be a speaker discussing addiction and recovery on Thursday February 4, 2016 at 7:00PM at the Townsend Ridge Country Club.
 - CS suggested that at a future meeting discussing a time to meet with some to the Town leaders of Church's, school, police and community to discuss the opiate issues.

II APPOINTMENTS AND HEARINGS

- 2.1 6:15PM Public Hearing to discuss the progress on Shirley and Townsend's regional application of the FY16 Massachusetts Small Cities Community Development Block Grant (CDBG) program. CS opened the public hearing at 6:15PM. CK read the public hearing notice. Brian Keating (BK) and John Hume (JH) briefly reviewed the grant and the application process. The application is due by February 12, 2016

and a motion from the Board of Selectmen to authorize either the Chairman or the Town Administrator to sign documents is needed. BK said that there were pre-applications available at the Senior Center, Library, in the Town Clerk's office and online. BK thanked the efforts of Karen Chapman and Jeanne Hollows of the Planning Board as well as Carla Walters of the Board of Health. CK moved that the Town of Townsend Board of Selectmen hereby resolve to authorize the Town Administrator to sign all paperwork and forms as applicable for the FY 2016 Community Development Block Grant application due February 12, 2016. GC seconded. Unanimous. BK also requested the minutes for the meeting held on December 8, 2015 and the agenda and the meeting minutes for this meeting as well as the agenda. CS closed the public hearing at 6:26PM.

III MEETING BUSINESS

3.1 Discuss with the Finance Committee RE: FY16 Budget Concerns. Finance Committee members, Don Klein Chairman, Sam Grant, Andrea Wood, Ginny King and Nancy Raposa. The Finance Committee (Fin Com) was already in session. JK explained that this meeting was to get both the Select Board and the Fin Com on the same page with the same information. JK discussed an error on the master sheet that the Town Accountant discovered leading to \$111,000 that was not accounted for at the Town Meeting. JK also discussed some other budget items that will need appropriations such as veteran's services, legal bills and maintenance. JK has also been able to identify some room in the budget to cover some of those expenses, such as surplus in the Middlesex County Retirement assessment in the amount of \$67,000. JK said that the energy budget may also contain about \$30,000 extra as the energy expenditures may have gone down. JK discussed some additional money to be reallocated from the Spaulding School roof. JK suggested that a member of the Board of Selectmen and a sub quorum of the Fin Com could meet for work sessions. CK said that she would like to be that board member to work with Fin Com as the prior Chair of the Finance Committee. Don Klein (DK) said that he would be reluctant to do across the board cuts, JK agreed. CS said that she is also interested in being a member of this proposed sub-committee. GC said that he is not interested in being a member of the sub-committee and that he would vote for the Chair (CS) to be a part of it. Andrea Wood asked how ideas would be communicated, JK said that ideas/emails will go through him. Fin Com will meet and decide which members will be part of the work session. Discussed Building fees for the new high school project. Decided that the CS would be on the committee if meetings were at night and CK if the meetings were during the day for scheduling purposes.

JK reported that there were 15 bomb threats in the state of Massachusetts, spoke to Chief Barrieau who said that school was not in session today, and took the opportunity to reiterate that a school resource officer (SRO) is imperative.

V WORK SESSION

5.3 Meeting minutes: None

5.4 Review and sign payroll and bills payable warrants. CK moved to review and sign payroll and bills payable warrants out of session. GC seconded. Unanimous.

GC moved to adjourn the Selectmen's meeting at 7:01PM. CK seconded. Unanimous.