



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

Carolyn Smart, *Chairman*
James Kreidler,
Town Administrator

Gordon Clark, *Vice-Chairman*

Cindy King, *Clerk*
Office (978) 597-1701
Fax (978) 597- 1719

MINUTES
SEPTEMBER 13, 2016 6:00 P.M.
SELECTMEN'S CHAMBERS, TOWN HALL
272 MAIN STREET, TOWNSEND, MA

I. PRELIMINARIES - VOTES MAY BE TAKEN:

- 1.1 Chairman called the meeting order at 6:15PM. Roll call showed Carolyn Smart, Chairman (CS), Gordon Clark Vice-Chairman (GC), and Cindy King, Clerk (CK).
- 1.2 Pledge of Allegiance observed.
Brief recess for technical difficulties
Chairman called meeting back to order at 6:10
- 1.3 Chairman Announce that the meeting is being tape recorded.
- 1.4 Chairman's Additions or Deletions: Deleting 2 Executive Sessions (see below)

II. APPOINTMENTS AND HEARINGS - VOTES MAY BE TAKEN:

- 2.1 6:05PM Meet with Highway Superintendent Ed Kukkula for an update goals and accomplishments. CS discussed meeting with Mass Highway that she attended with EK. EK briefly described the meeting in which turning the common in to a rotary was discussed. EK reported that Mass Highway was not willing to consider rotary due to the Historical buildings, however other options were discussed to ease the flow of traffic. CS said that she sent JK a grant application for Mass Works. JK reported that the application was due the very next day and the application process was a 6 month process, however the application will be in the works for the next deadline. EK discussed sidewalk project at and around Sternalite. JK explained Chapter 90 money that the highway department receives, and asked EK to explain how the Chapter 90 money gets spent/used. EK explained that the Chapter money was based on traffic routes and condition of the roads and said that a request gets put in to the Board of Selectmen and then sent to the state for approval. Tyler Road was completed today and the cost was approximately \$145,000. EK said that Highway is under staffed and under budgeted. CS said that she supports another position being added at the Highway department, and asked what goals EK has for his department besides more staff, EK said that he would like to start the sidewalk projects around town, primarily for the school to the harbor. EK said the cost would be about a million dollars for design and work. CS said there are a lot of improvements thanks to highway and EK said it was his guys. JK asked if Townsend ever did a municipal agreement with a neighboring communities. EK said

that it should be looked in to. GC commended and thanked EK on his willingness to get things done when suggested to do so. GC also said he would support an added position at the Highway Department as well as possibly summer temporary help. GC also thanked the rest of the Highways Department for their hard work as well. CS thanked EK for coming in and said that the Police Chief would be at the next meeting for his report.

III. MEETING BUSINESS - VOTES MAY BE TAKEN:

- 3.1 Review and approve request to hold the Greg's Reeves Run on October 8, 2016 and to close Brookline Street from Main Street to Highland Street from 10AM-12PM. CK moved to approve the request to hold Greg's Reeves Run on October 8, 2016 and to close Brookline Street from Main Street to Highland Street from 10AM-12PM. GC seconded. Unanimous.
- 3.2 Review and approve Chapter 90 project request for Old Meetinghouse Road. CK moved to approve the Chapter 90 project request for Old Meetinghouse Road in the amount of \$8000. GC seconded. Unanimous.
- 3.3 Review and approve Unitil request for gas main repair at 37 Mason Rd. CK moved to approve Unitil request for gas main repair at 37 Mason Rd. GC seconded. Unanimous.
- 3.4 Review and comment on mandatory referral notice from the Planning Board regarding gravel removal at 3 Wheeler Road. No comments
- 3.5 Review and comment on referral notice from the Zoning Board regarding replacement of fuel storage tanks at 197 Main Street (gas station). No comment
- 3.6 Review and comment on mandatory referral notice from the Planning Board regarding a proposal from Pine Ridge Condo Association to construct a 750kW solar array. GC said that thanks to the Building Commissioner, the permits fees for solar permits has increased making more money for the town. Asked JK if he could find out how much the town would gain from this request/permits. CK asked if this request was in conjunction with Item 3.7, updating Solar Bylaw, JK said yes, that this request would be pending a bylaw change.
- 3.7 Review update form the Solar Bylaw Subcommittee. CS read Planning Board review of the Solar Bylaw Subcommittee. Wayne Miller, who is on the subcommittee, explained further what the committee was working on including what is by right and what is by permit. The main concern is to make sure that the solar farms are not an eye sore.

VI WORK SESSION - VOTES MAY BE TAKEN:

- 4.1 Town Administrator updates and reports.

JK explained that the position that Hartley Pleshaw (HP) currently holds with the cable access has left him without a contract until a nonprofit PEG access committee can be formed. JK has posted for the position and HP applied and he will be finishing up with that hiring process. JK also said that current Executive Assistant to the Town Administrator, Jodie Deschenes, (JD) will be leaving the Selectmen's office and going downstairs to the Assessor's, still remaining in Town Hall. JK said that he has a candidate in mind and will be finalizing that in the next couple of days. CS thanked JD and HP for their work.

 1. Personnel Updates-
 2. Financial Updates-

- 3. Project updates-
- 4. Miscellaneous Updates-

4.2 Board of Selectmen announcements, updates, and reports:

- CK said that this week is suicide awareness week, briefly explained statistics.
- CK said that this is also national recovery month from mental health, mental illness and substance abuse.
- CK said that on September 25, 2016 6:30PM -830PM the North Middlesex Cares Organization will have a candlelight vigil on the common.
- CK said that this Friday the VFW will conduct a POW /MIA recognition day to be held on the common.
- CK said that the Townsend Memorial Band will play on Sunday. Funded by the Historical Society.
- GC thanked JD for helping and getting him the paperwork he needs. GC also thanked HP for all his hard work, especially since he is not getting paid and asked him to come on camera. HP said that he runs the public access station and if anyone in town wants to be on public access, to contact HP and he will help.
- CS said that the IT director is attempting to get GIS online, and he wrote his own program to get it online so it would not cost more money.
- CS asked the Board about trying to schedule an all boards/committee training meeting. CS suggested that counsel will come and CS has already requested a cost estimate. Will let JK know when there is an official cost probably around November.
- CS would like to post for a per diem position for the Facilities Manager. JK completely agrees, MM is overworked and absolutely needs help. GC added that MM works really hard and gets the job done.
- CS reminded the Board about the William May Endowment dinner.
- CS said that there is now a full Finance Committee with seven (7) members and requested a joint meeting with the FinCom and possibly Capitol Planning Committee.

4.3 Approval of Meeting minutes. None

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

V: EXECUTIVE SESSION - VOTES MAY BE TAKEN:

Executive Session: pursuant to GL c. 30A, s. 21(a)(3) to discuss strategy with respects to collective bargaining for all union contracts subject to negotiations if an open meeting may have a detrimental effect on the bargaining position of the body and the Chair so declares. The Chair so declared. CK moved to enter in to Executive Session: pursuant to GL c. 30A, s. 21(a)(3) to discuss strategy with respects to collective bargaining for all union contracts subject to negotiations if an open meeting may have a detrimental effect on the bargaining position of the body and the Chair so declares also Executive Session pursuant to GL c. 30A, s. 21(a)(2) for strategy sessions in preparation for negotiations and for negotiations with non-union personnel with respect to the Police Lieutenant. And to adjourn from Executive Session. GC seconded. Roll call vote unanimous.

~~Executive Session pursuant to GL c. 30A, s. 21(a)(2) for strategy sessions in preparation for negotiations and for negotiations with non-union personnel with respect to the Police Lieutenant and Police Chief position.~~

~~Executive Session pursuant to GL c. 30A, s. 21(a)(4) to discuss deployment of security personnel or device, or strategies~~

IV. ADJOURNMENT: