



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

Sue Lisio, Chairman
James M. Kreidler, Jr.,
Town Administrator

Cindy King, Vice-Chairman

Wayne Miller, Clerk
(978) 597-1701

APRIL 24, 2018 6:00 P.M. MEETING MINUTES
SELECTMEN'S CHAMBERS, 272 MAIN STREET, TOWNSEND, MA

I. PRELIMINARIES - VOTES MAY BE TAKEN:

1.1 The meeting was called to order at 6:00P.M.

Roll call taken showed 3 members present: Chairman Cindy King, (CK) Clerk Sue Lisio (SL) and Wayne Miller (WM)

1.1.1 The Board welcomed Mr. Wayne Miller to the Board of Selectmen.

1.2 Pledge of Allegiance.

1.3 Announce that the meeting is being tape recorded. CK inquired as to whether anyone else was recorded. Ms. Lisa Lewand confirmed she would be.

1.4 CK added 2.5 Anniversary Committee and changed 4.2.1 to 1.1.1 Welcome new board member

II. APPOINTMENTS AND HEARINGS - VOTES MAY BE TAKEN:

2.1 6:05P.M. Joint meeting with the NM Committee and Moderator, RE: Appointment of NVTHS School Committee Member.

The Appointment Committee called to order: Present: Sue Robbins, NM School Committee, John Barrett, Moderator and the Board. The Board acknowledged Karen Chapman did submit a volunteer application form for re-appointment. SL moved to appoint Karen Chapman to the Nashoba Valley Technical High School Committee for a 3 year term. Sue Robbins seconded. Unanimous vote. The Appointment Committee dissolved their meeting.

2.2 6:15P.M. Keith Turgeon, Representing Townsend Ashby Youth Baseball & Softball, RE: Craven Field.

The Board met with Mr. Turgeon of Townsend Ashby Youth Baseball & Softball. Discussion included: bylaw for fall STM, authority to prohibit dogs or other animals on the field, long term lease considerations, Recreation Commission involvement, and community response. Mr. Kreidler suggested joint discussions between abutters, the Selectmen, TAYBA, and Recreation should take place. Additional considerations discussed: public safety access, abutters use of property, maintenance issues and long-term agreement.

SL moved to direct the Town Administrator to set a hearing to discuss with the abutters the use of Craven baseball field and the prohibition of dogs and appropriate security measures. WM seconded. Unanimous vote.

- 2.3 6:35P.M. Karen Hill, Conservation Commission, RE: Misc Updates.
Karen Hill updated the Board on the projects being currently worked on to include the continuing of river clean-up and relayed there were questions regarding the river being cleaned up with the designation process. Ms. Hill also reminded the audience and public that ATV's are not allowed on Meetinghouse Park and other Town owned land. Additional discussion: environmental police, enforcement authority, vegetation exposure, root damage caused by the vehicles, and Conservation restrictions.

- 2.4 6:50P.M. Elizabeth Ainsley Campbell, Nashua River Watershed RE: Wild & Scenic River.
2.4.1 Consideration of the Wild & Scenic Endorsement Letter
Elizabeth Campbell thanks the Board of their support of the warrant article. She further informed Ms. Hill the designation process will not interfere with any clean-up efforts or local control. Mr. Kreidler offered to put the link on the town's website for information regarding the designation or process.

- 2.5 7:15P.M. Karen Clement, RE: Discussion of forming an Anniversary Committee for Townsend.

The Board met with Karen Clement. Discussion included: number of members, revolving fund for anniversary celebrations, saving money each year towards the celebration, and forming subcommittees.

SL moved to form a 300th Anniversary Committee for Townsend and post for volunteers for a membership of five. WM seconded. Unanimous vote.

III. APPOINTMENTS OF OFFICIALS/PERSONNEL - VOTES MAY BE TAKEN:

- 3.1 Appoint Robert Henderson as an on-call firefighter/EMT to the Townsend Fire-EMS Association contingent upon the passing of a preplacement physical and CORI with a one-year probationary period.
- 3.2 Appoint Drew Brassard as a per diem firefighter/paramedic to the Townsend Fire-EMS Association contingent upon the passing of a preplacement physical and CORI with a one-year probationary period.

IV. WORK SESSION - VOTES MAY BE TAKEN:

- 4.1 Town Administrator updates and reports.
4.1.1 Approve agreement with the Town of Townsend and MRPC for the purpose of completing certain tasks related to the Town being a Green Community.

The Board reviewed – see attached. Mr. Kreidler explained payment is grant funding allowed within the 10% administrative included in the grant. SL moved the board approve the agreement with the town of Townsend and MRPC for the purpose of completing certain tasks related to the town being a Green Community. WM seconded. Unanimous vote.

Mr. Kreidler informed the Board, a meeting occurred with the Fire Chief and Ashby, Pepperell for dispatch services, one of the concerns prior when this was discussed, the Commonwealth was not willing to consider with all the investment to Townsend and decommissioned 911. Transition to IMC software is standard for both however addition phone work would be needed. Mr. Kreidler informed the Board, the meeting was very preliminary and costs are beginning to be analyzed. SL moved to have WM be the designee for the project. CK seconded. Unanimous vote.

Mr. Kreidler explained the Band Concert coordinator needed an additional 2k in her budget and that amount if being proposed to be taken from the insurance line item. SL moved to support the transfer of 2k from the insurance line item to band concerts. CK seconded. Unanimous vote.

Goals and Objectives to be discussed at a future work session. SL stated she would schedule the meetings for the 1st & 3rd of each month, resulting in meeting on May 1st & 15th with an additional work session on the 29th that will include the goals and objectives.

Mr. Kreidler spoke of the policy for public comments. Mr. Kreidler informed the Board of some of the 1st amendment issues involved. SL to give Mr. Kreidler some samples from other communities. SL informed the public she would not be responding to emails and that she would refer to the Town Administrator. SL stated she will work with Mr. Kreidler and bring a policy back to the Board for discussion.

4.2 Board of Selectmen announcements, updates, and reports.

4.2.1 ~~Welcome new board member and~~ Board reorganization.

CK stated a Selectmen's last year is that of Chairman and has been tradition in Townsend. SL stated she would like to break from that tradition. WM moved SL to be Chairman. CK seconded. Unanimous vote.

SL moved CK to be Vice- Chairman. WM seconded. Unanimous vote.

WM to be clerk.

SL would like to set up a meeting with Town Counsel to update the newest member of the ongoing litigation issues.

SL to work with Mr. Kreidler on policy regarding the Use of Town Counsel.

WM to meet with Town Counsel prior to the Town Meeting for short training session.

SL would like an update of the RFP for Town Counsel.

SL would like an update on the percentage change in the Personnel Policies & Procedures.

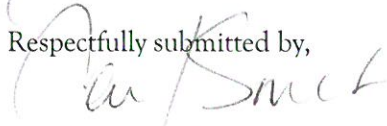
4.3 There were no meeting minutes to approve.

4.4 SL moved to review and sign the payroll and bills payable warrants out of session. WM seconded. Unanimous vote.

V. ADJOURNMENT:

SL moved to adjourn the meeting at 7:34P.M. WM second

Respectfully submitted by,



Carolyn Smart, Executive Assistant

Voted to approve the meeting minutes for the meeting of April 24, 2018, by the Board of Selectmen this

22 day of May, 2018.

2, 1

NOTICE OF MEETING

THE COMMITTEE TO APPOINT TOWNSEND'S REPRESENTATIVE TO THE NASHOBA VALLEY TECHNICAL HIGH SCHOOL DISTRICT SCHOOL COMMITTEE

April 24, 2018, 6:05 PM
Selectmen's Chambers
272 Main Street, Townsend

The Committee consists of the Board of Selectmen, Townsend's representatives to the North Middlesex Regional School District School Committee, and the Moderator.

The purpose of the meeting is to consider and vote upon the reappointment or appointment as Townsend's representative.

Trainer
for Warner

April 1, 2018

RECEIVED

APR 12 2018

BOARD OF SELECTMEN

Town of Townsend
Board of Selectmen
272 Main Street
Townsend, MA 01469

Dear Honorable Selectboard,

I am writing to request that I be reappointed to the Nashoba Valley Technical High School District School Committee. I have served on the board for the past six years and would like to continue to serve the Town of Townsend in that role. I have submitted a Volunteer Response Form via the Town's website. The term would be effective from April 1, 2018 – March 31, 2021. Pursuant to Section 8-2 of the Townsend Charter, I will continue to serve as a committee member while reappointment is being scheduled.

Thank you for your attention to this matter,

A handwritten signature in dark ink, appearing to read "Karen Chapman". The signature is written in a cursive, flowing style.

Karen Chapman
302 Main Street
Townsend, MA 01469

[Town Letterhead]

[Date]

Lucy Wallace and Jamie Fosburgh

Nashua River Wild and Scenic

River Study Committee

c/o NRWA

592 Main Street

Groton, MA 01450

RE: Wild and Scenic Endorsement Letter

Dear Ms. Wallace and Mr. Fosburgh:

I am writing on behalf of the [Board of Selectmen] to indicate their support for the purposes and goals of the "Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan" and to endorse its recommendation to seek designation as Partnership Wild and Scenic Rivers. This position was taken by formal vote of the Board at their meeting on [April xx, 2018]. For copies of the minutes for the [April xx, 2018 Board of Selectmen] meeting please visit our website [\[www.xxxx.gov\]](http://www.xxxx.gov).

Sincerely,

[Xx, Chairman OR Town Manager/Administrator]



TOWNSEND FIRE-EMS DEP.

Proudly serving the citizens of Townsend since

PO Box 530 – 13 Elm St.
Townsend, MA 01469

3.1 +
3.2

Mark R. Boynton
Chief of Department

Headquarters: 978-597-8150

Fax: 978-597-2711

To: Jim Kreidler, Town Administrator
From: Mark Boynton, Fire Chief *MRB*
Subject: New Hire's
Date: April 16, 2018

Confidential

Respectfully request the Board of Selectmen approve the hiring of the following people to join our team.

All two have successfully completed and interview, pre-employment physical and CORI background check.

Robert Henderson –

- On-Call-Firefighter/EMT

Drew Brassard

Addresses are confidential

