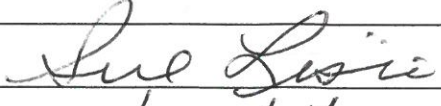


**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

	PUBLIC EMPLOYEE INFORMATION	RECEIVED JAN 28 2014 TOWN OF TOWNSEND TOWN CLERK
Name of public employee:	Sue Lisio	
Title or Position:	Currently Chairperson, Board of Selectmen	
Agency/Department:	Town of Townsend	
Agency address:	272 Main Street Townsend, MA 01469	
Office Phone:	Cell Phone: 978-501-4948 Home Phone: 978-597-6473	
Office E-mail:	BOS Email: sml412@comcast.net Personal Email: smlisio@comcast.net	
	<p>I am expected to perform official duties as a state, county, or municipal employee, and I have a relationship or affiliation with a person or organization involved. A reasonable person would conclude that the person or organization can unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of someone's kinship, rank, position or undue influence.</p> <p>I am filing this disclosure to explain the facts about this relationship or affiliation and to dispel the appearance that I have a conflict of interest.</p>	
	APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for decision or action.	My son is renting a summer property for 1 week during July 2014 for our family, from Sheryl Vaughan, who is a Town Employee working for the Building Department.	
What responsibility do you have for taking action or making a decision?	He is entering into a rental agreement and paying for the rental out of his personal funds.	
Describe your relationship or affiliation with someone involved.	I am BOS member. Sheryl is a Town Employee.	
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	Our families have known each other for over 30 years and I had rented the same cottage from Sheryl in 2012. My son contacted Sheryl to see if the property would be available for the week desired. Joe asked for the price and was told it was available. She told him the price told him the terms of ½ down and ½ balance prior to the planned week of the stay.	
If you cannot confirm this statement, you should recuse yourself.	<p>WRITE AN X TO CONFIRM THE STATEMENT BELOW.</p> <p><u> X </u> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.</p>	
Employee signature:		
Date:	1/28/14	

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

**DISCLOSURE BY A PUBLIC OFFICIAL (as defined by G.L. c. 268B, § 1)
OF A FINANCIAL INTEREST IN AN ACTION TO BE TAKEN
AS REQUIRED BY G. L. c. 268A, § 6A**

	PUBLIC OFFICIAL INFORMATION
Name of public official:	Susan A. Fungiole
Public official position:	Town Clerk
Public office address:	272 Main Street Townsend, MA
Office Phone:	(978) 597-1704 or 1711
Office E-mail:	clerk@Townsend.ma.us
	<p>I am filing this disclosure because I am a public official and, in the discharge of my official duties, I am required to take an action which would substantially ^{may} affect my own financial interests. I recognize that the action will have a greater effect on me than on the general public or on other state ^{Town} employees. I understand that after I disclose my financial interest, I may take the action.</p>
	ACTION TO BE TAKEN
Official action to be taken:	
	FINANCIAL INTEREST IN ACTION TO BE TAKEN
Financial interest involved:	<p>Please explain the financial interest and include the dollar amount if you know it.</p> <p>I am going to apply for the Assistant Town Clerk's Position.</p>
Public official's signature:	Susan A. Fungiole
Date:	4/23/2014

Attach additional pages if necessary.

File the signed disclosure with:

State Ethics Commission, One Ashburton Place, Room 619, Boston, MA 02108

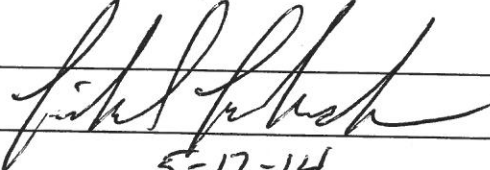
**DISCLOSURE OF ELECTION OR APPOINTMENT
TO AN UNCOMPENSATED POSITION
AS REQUIRED BY 930 CMR 6.02(3)**

RECEIVED
MAY 12 2014

TOWN OF TOWNSEND
TOWN CLERK

	IDENTIFYING INFORMATION
Name:	<i>MICHAEL MACEachern</i>
Your phone:	<i>978-230-3002</i>
Your e-mail:	<i>MM mmacEachern@Townsend.MA.US</i>
Write an X beside one statement.	<p><input type="checkbox"/> STATE: I already have a job with a state agency or another direct or indirect financial interest in a contract made by a state agency, and I will begin serving in an uncompensated position with the same state agency or another state agency.</p> <p><input type="checkbox"/> COUNTY: I already have a job with a county agency or another direct or indirect financial interest in a contract made by a county agency, and I will begin serving in an uncompensated position with the same county agency or another agency of the same county.</p> <p><input checked="" type="checkbox"/> MUNICIPAL: I already have a job with a municipal agency or another direct or indirect financial interest in a contract made by a municipal agency, and I will begin serving in an uncompensated position with the same municipal agency or another agency of the same city or town.</p>
Check one.	<p>The uncompensated position will be:</p> <p><input checked="" type="checkbox"/> Elected or <input type="checkbox"/> Non-elected</p>
FINANCIAL INTEREST I ALREADY HAVE IN A PUBLIC AGENCY CONTRACT	
<p>Do you already have the contract with a public agency, or does another person or entity have the contract?</p> <p>Write an X beside the appropriate statement.</p>	<p>I HAVE THE CONTRACT.</p> <p><input checked="" type="checkbox"/> I work for a public agency for compensation.</p> <p><input type="checkbox"/> A contract that I have with a state public agency (e.g., a grant) funds my work;</p> <p><input type="checkbox"/> I have a contract for goods, supplies or equipment, etc., with a public agency.</p> <p><input type="checkbox"/> I have another type of contract with a public agency.</p> <p>OR</p> <p>ANOTHER PERSON OR ENTITY HAS THE CONTRACT.</p> <p><input type="checkbox"/> I work for a person or entity (e.g., a business, non-profit or organization), and my work is funded by a contract between the person or entity and a public agency.</p> <p><input type="checkbox"/> I have an ownership interest in a private entity (e.g., a business or non-profit), and the entity receives funds because of a contract with a public agency.</p> <p><input type="checkbox"/> I have an ownership interest in a private entity (e.g., a business or non-profit), and the entity has a contract for goods, supplies or equipment, etc. with a public agency.</p> <p><input type="checkbox"/> A public agency has a contract or transaction with a private person or entity, and I have a financial stake in the contract or transaction.</p>

	CONTRACT BETWEEN A PUBLIC AGENCY AND YOU Fill out this part of the form if the public contract is with you.
Name and address of the state, county or municipal agency that made the contract.	
What is the contract for?	E.g., Is it a contract for your services or for goods, supplies or equipment or something else?
What is your financial interest in the public agency contract? Please include both financial advantages and obligations.	Please include a dollar amount, if possible.
	CONTRACT BETWEEN A PUBLIC AGENCY AND ANOTHER PERSON OR ENTITY Fill out this part of the form if the contract is with another person or an entity.
Name and address of the state, county or municipal agency that made the contract.	
Please provide the name and address of the person or entity that has the contract.	
What relationship do you have with the person or entity that has the public contract?	E.g., are you an owner, partner or employee of a company that signed the contract? Or of a subcontractor to such a company?
What is the contract for?	E.g., Is it a contract for services or for goods, supplies or equipment or something else?
What is your financial interest in the public agency contract? Please include both financial advantages and obligations.	Please explain the financial interest and include a dollar amount if you know it.

UNCOMPENSATED PUBLIC POSITION	
Name and address of the public agency where you will have an uncompensated position.	
What is the uncompensated position?	TOWNSEND WATER Dept Commissioner
Who elected or appointed you to the position?	TOWN RESIDENTS
Employee signature:	
Date:	5-12-14

Attach additional pages if necessary.

IF you already had a compensated public position,
file this disclosure with your appointing authority for that position.

OTHERWISE,

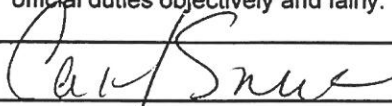
IF you are reporting an uncompensated position with the state or a county,
file this disclosure with the State Ethics Commission.

If you are reporting an uncompensated position with a city or town,
file this disclosure with the city or town clerk.

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

RECEIVED
JUL 14 2014
TOWN OF TOWNSEND
TOWN CLERK

PUBLIC EMPLOYEE INFORMATION	
Name of public employee:	Carolyn Smart
Title or Position:	Selectman / Water Dept Employee
Agency/Department:	Town of Townsend
Agency address:	272 Main Street Townsend MA
Office Phone:	978-597-2712
Office E-mail:	csmart@townsend.ma.us
<p>I am expected to perform official duties as a state, county, or municipal employee, and I have a relationship or affiliation with a person or organization involved. A reasonable person would conclude that the person or organization can unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of someone's kinship, rank, position or undue influence.</p> <p>I am filing this disclosure to explain the facts about this relationship or affiliation and to dispel the appearance that I have a conflict of interest.</p>	
APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for decision or action.	Approval for installation of SCADA Contract
What responsibility do you have for taking action or making a decision?	None
Describe your relationship or affiliation with someone involved.	p/t employee for water dept
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	I have no financial interest or administrative authority with this contract.

If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. <input type="checkbox"/> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date:	7-14-14

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

Form revised February, 2012

From: Brian Riley <BRiley@k-plaw.com>
To: "Carolyn Smart (csmart@townsend.ma.us)" <csmart@townsend.ma.us>
Subject: Potential COI issue and sweeper agreement

Carolyn: I received a call from Paul Rafuse about an issue before the BOS next Tuesday. I understand that the Water Department will be asking the Boar to execute a contract for new SCADA controls, but that the Chairman will not be there, leaving you and one other member to sign it. Paul said that you were uncertain whether this would pose a conflict of interest, in that you are employed in the Water Department. In my opinion, this would not violate Chapter 268A, although you may wish to file a written disclosure with the Town Clerk to address any alleged appearance of a conflict. Chapter 268A, §19 prohibits participating in any particular matter in which you, your immediate family, or a "business organization" in which you are employed has a financial interest. With regard to this contract, however, you have no personal interest in it, and the Town/Water Department is not a "business organization" as interpreted by the State Ethics Commission.

Section 23(b)(3) provides that it is a violation to act in a manner that would cause a "reasonable person, having knowledge of the relevant circumstances" to conclude that the official is acting with bias, favoritism or undue influence. It is at most arguable, in my opinion, that such a conclusion is "reasonable" if you are merely executing a contract for the Water Department equipment that has already been awarded after a bidding process. Section 23(b)(3) also provides, however, that it shall be unreasonable for anyone to reach such a conclusion if the official has first made a written disclosure of the facts; appointed employees file the disclosure with their appointing authority, while elected officials file it with the Town Clerk. While these facts do not create such a reasonable appearance of bias, in my opinion, you may wish to file the written disclosure with the Town Clerk just to be sure, in case anyone should raise a complaint later. I have attached the Ethics Commission's §23(b)(3) disclosure form below if needed.

With regard to the street sweeper agreement you provided, I discussed this briefly with Andy Sheehan. This agreement was reviewed by our office (I was on vacation at the time) and approved as to form, as well as the method for funding the rental and purchase. It is my understanding that while Town Meeting approved, in Article 23, borrowings of \$185,285 for a street sweeper and \$50,000 for a catch basin cleaner, the piece of equipment being purchased in this agreement performs both tasks, so the \$215,000 will actually save money because there will be no need to purchase two separate machines. Since Town Meeting approved the borrowing of funds to purchase a sweeper and a catch basin cleaner, the borrowing authorization is sufficient for this equipment - there should even be some excess authorization that Town Meeting could rescind at a future date as necessary. In our opinion, this is valid use of the borrowing authority. In addition, we approved the use of FY14 funds to pay for the rental of the equipment in June, with the subsequent purchase balance (\$190,000) to be funded through the borrowing.

Brian W. Riley, Esq.
Kopelman and Paige, P.C.
101 Arch Street
12th Floor
Boston, MA 02110
(617) 556-0007
(617) 654-1735 (Fax)
briley@k-plaw.com

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message and attachments thereto, if any, and destroy any hard copies you may have created and notify me immediately.

-----Original Message-----

From: Carolyn Smart [mailto:csmart@townsend.ma.us]

Sent: Wednesday, July 09, 2014 10:06 AM

To: Brian Riley

Subject: rental agreement for Sweeper

Good Morning Attorney Riley,

My apologies; I forgot to email this over yesterday.

Hoping to hear from you soon regarding our conversation about the Capital Plan authorization; I am available after 1PM any day this week. Thank you

Carolyn

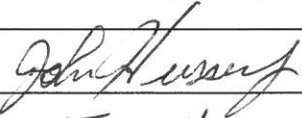


[disc-23b3-favor-or-influence-new.pdf](#)

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

RECEIVED
SEP 16 2014
TOWN OF TOWNSEND
TOWN CLERK

	PUBLIC EMPLOYEE INFORMATION
Name of public employee:	John Hussey
Title or Position:	CONSERVATION COMMISSIONER
Agency/Department:	CONSERVATION COMMISSION
Agency address:	Townsend Town Hall
Office Phone:	
Office E-mail:	
	<p>In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person.</p> <p>I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.</p>
	APPEARANCE OF FAVORITISM OR INFLUENCE
Describe the issue that is coming before you for action or decision.	my married daughter Nicole Superchi Applied To commission
What responsibility do you have for taking action or making a decision?	we make decisions Based on The Laws of The Commonwealth + Town By Law
Explain your relationship or affiliation to the person or organization.	daughter
How do your official actions or decision matter to the person or organization?	with a 7 member Board. one individual would not make an overwhelming impact.

Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	My daughter is leaving in her own home has a Bachelor degree in Biology & has an adult mind of her own
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. <input checked="" type="checkbox"/> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date: 9-16-14	John Hossey

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

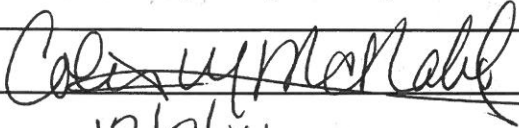
Elected regional school committee member – file with the clerk or secretary of the committee.

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

PUBLIC EMPLOYEE INFORMATION	
Name of public employee:	Colin McNabb
Title or Position:	Selectman
Agency/Department:	Board of Selectmen.
Agency address:	272 Main St Townsend MA
Office Phone:	978 597 1701
Office E-mail:	colinmmcnabb@gmail.com
<p>In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person.</p> <p>I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.</p>	
APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for action or decision.	Donated coffee to Senior Center in the amount of \$250-
What responsibility do you have for taking action or making a decision?	sole
Explain your relationship or affiliation to the person or organization.	member of the executive board of Townsend.
How do your official actions or decision matter to the person or organization?	11

RECEIVED
DEC 02 2014

TOWN OF TOWNSEND
TOWN CLERK

Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. <input checked="" type="checkbox"/> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date:	12/2/14.

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

**DISCLOSURE BY SPECIAL MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(c)**

RECEIVED
DEC 10 2014
TOWN OF TOWNSEND
TOWN CLERK

	SPECIAL MUNICIPAL EMPLOYEE INFORMATION
Name of special municipal employee :	Karen Chapman
Put an X beside one statement.	<p>I am a special municipal employee because:</p> <p><input type="checkbox"/> I am a selectman in a town with a population of 10,000 or fewer people;</p> <p><input checked="" type="checkbox"/> I am not a mayor, alderman or city councilor, and</p> <p><input type="checkbox"/> I serve in a municipal position for which no compensation is provided, or</p> <p><input checked="" type="checkbox"/> I earned compensation for fewer than 800 hours in the preceding 365-day period, or</p> <p><input checked="" type="checkbox"/> By the classification of my position by my municipal agency or by the terms of a contract or my conditions of employment, I am permitted to have personal or private employment during normal business hours.</p> <p><input type="checkbox"/> I work for a company or organization which has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular, and the contract states that I am a special municipal employee or indicates that I meet one of the three requirements listed above.</p>
Title/ Position	Property Lister
Fill in this box if it applies to you.	If you are a special municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Municipal Agency/ Department:	This is "my Municipal Agency." Assessor's Department, Town of Townsend
Agency Address:	272 Main St Townsend, MA 01469
Office phone:	(978) 597-1706
Office e-mail:	Kchapman@townsend.ma.us
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a special municipal employee.	December 10, 2014

<p>BOX # 1</p> <p>Select either STATEMENT #1 or STATEMENT #2.</p> <p>Write an X by your financial interest.</p>	<p>ELECTED SPECIAL MUNICIPAL EMPLOYEE</p> <p>I am an elected special municipal employee.</p> <p><input type="checkbox"/> STATEMENT #1: I had a financial interest in a contract made by a municipal agency before I was elected to a compensated special municipal employee position. I will continue to have this financial interest in a municipal contract.</p> <p><input type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p><input type="checkbox"/> A compensated, non-elected position with a municipal agency.</p> <p><input type="checkbox"/> A contract between a municipal agency and myself.</p> <p><input type="checkbox"/> A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p><input type="checkbox"/> Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.</p>
<p>BOX #2</p> <p>Select either STATEMENT #1 or STATEMENT #2.</p> <p>Write an X by your financial interest.</p>	<p>NON-ELECTED SPECIAL MUNICIPAL EMPLOYEE</p> <p>I am a non-elected special municipal employee (compensated or uncompensated).</p> <p><input type="checkbox"/> STATEMENT #1: I had a financial interest in a contract made by a municipal agency, other than an employment contract, before I took a non-elected, compensated special municipal employee position. I will continue to have this financial interest in a municipal contract.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p><input type="checkbox"/> A contract between a municipal agency and myself, but not an employment contract.</p> <p><input type="checkbox"/> A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p>OR</p> <p><input checked="" type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p><input checked="" type="checkbox"/> A compensated, non-elected position with a municipal agency.</p> <p><input type="checkbox"/> A contract between a municipal agency and myself.</p> <p><input type="checkbox"/> A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p><input type="checkbox"/> Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.</p>
<p>Name and address of municipal agency that made the contract</p>	<p>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</p> <p>This is the "contracting agency."</p> <p><i>Town of Townsend Board of Assessors</i></p>
<p>Write an X to confirm this statement.</p>	<p><input checked="" type="checkbox"/> In my work as a special municipal employee for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p>

FILL IN THIS BOX OR THE NEXT BOX	<p>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND YOU.</p> <ul style="list-style-type: none"> - Please explain what the contract is for. <p><i>Up to 10 hours per week as Property Lister</i></p>
	<p>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND ANOTHER PERSON OR ENTITY</p> <ul style="list-style-type: none"> - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?
What is your financial interest in the municipal contract?	<ul style="list-style-type: none"> - Please explain the financial interest and include the dollar amount if you know it. <p><i>I will be paid an hourly rate by the municipal agency</i></p>
Date when you acquired the financial interest	<p><i>December 10, 2014</i></p>
What is the financial interest of your immediate family?	<ul style="list-style-type: none"> - Please explain the financial interest and include the dollar amount if you know it. <p><i>My immediate family has <u>no</u> financial interest</i></p>
Date when your immediate family acquired the financial interest	<p><i>—</i></p>
Employee signature:	<p><i>Karen Gleason</i></p>
Date:	<p><i>12/10/14</i></p>

Attach additional pages if necessary.

File your completed, signed Disclosure with the city or town clerk.