



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

Rec'd Townsend Town Clerk  
6 AUG '19 PM 3:39

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

Wayne Miller, Vice-Chairman

Don Klein, Clerk  
(978) 597-1701

REVISED SELECTMEN'S MEETING AGENDA FOR AUGUST 6, 2019 AT 6:00 P.M.  
SELECTMEN'S CHAMBERS, TOWN HALL, 272 MAIN STREET, TOWNSEND, MA

- I. PRELIMINARIES - VOTES MAY BE TAKEN:
  - 1.1 Call the meeting to order and roll call.
  - 1.2 Pledge of Allegiance
  - 1.3 Chairman's Additions or Deletions.  
Correction for 4.5, changed from \$21,179.00 to \$21,719.00
  - 1.4 Public Comment Period.
- II. APPOINTMENTS AND HEARINGS - VOTES MAY BE TAKEN:
  - 2.1 6:05P.M. Public Hearing, RE: Telephone Pole installation on 18 Proctor Road
  - 2.2 6:15P.M. Joint meeting with Board of Assessors, RE: Appoint Julie Byars as a member of the Board of Assessors until the next annual town election
  - 2.3 6:20P.M. Joint meeting with the Townsend Housing Authority, RE: Appoint Courtney Borelli as a member of the Townsend Housing Authority until the next annual town election
- III. APPOINTMENTS OF OFFICIALS/PERSONNEL - VOTES MAY BE TAKEN:
  - 3.1 Appoint Victoria Janicki to the Zoning Board of Appeals for a term effective August 6, 2019 to June 30, 2022
  - 3.2 Appoint Craig Stevens as an associate member to the Zoning Board of Appeals for a term effective August 6, 2019 to June 30, 2020
  - 3.3 Appoint Zachery Leonardo as a Laborer to the Townsend Highway Department effective August 6, 2019
  - 3.4 Appoint Keith Letourneau as a Foreman to the Townsend Highway Department effective August 6, 2019
  - 3.5 Appoint Kathleen Considine to the Council on Aging effective August 6, 2019 to June 30, 2020
  - 3.6 Appoint Kaila Temple as a full-time firefighter/paramedic effective August 6, 2019 to June 30, 2020 contingent upon a background check and medical exam with a one-year probationary period
  - 3.7 Appoint Drew Brassard as a full-time firefighter/paramedic effective August 6, 2019 to June 30, 2020 contingent upon a background check and medical exam with a one-year probationary period.

- 3.8 Appoint the following as Election Officials for a one-term term effective September 1, 2019 to August 31, 2020:

Wardens:

Betty Mae Tenney  
Jane Stonefield  
Sharon Lacasse

Clerks:

Joyce Boyes  
Jane Jackson  
Lindsay Morand

Inspectors:

Linda Robichaud  
Carole Mansfield Buxton  
Paula Woodman  
Mary Szurley  
Jan Wesson-Snapp  
Louise Thorpe  
Heidi Munroe  
Clare Kauppi  
Marie Barnaby  
Sandra Stevens  
Lynn Pinkerton  
Karen Clement  
Helen Kezar  
Pat Jemiolo  
Linda Durette

Eino Kauppi  
Elaine Martin  
Donna Miller  
Darlene Coit  
Barbara Wheeler  
Sue Gerken  
Peter Buxton  
Jerri Bozicas  
Debbie Stoll  
Kathy Spaulding  
Ellen Duval  
David Niemala  
Anne Foresman  
Janet Vesper  
Sandy Tuttle

Ballot Box Clerks:

Brian Colby  
Cheryl Simoneau  
John Stonefield

Counters:

Andrea Wood  
Michael Foster  
Brian Funaiole

- 3.9 Appoint Veronica Kell to the Montachusets Joint Transportation Committee as the Planning Board Representative effective August 6, 2019 to June 30, 2020
- 3.10 Appoint James M. Kreidler, Jr as the Chief Procurement Officer and Municipal Hearings Officer for a one-year term effective July 1, 2019 to June 30, 2020
- 3.11 Appoint Paul Krapf as the Municipal Custodian effective August 6, 2019 contingent upon the passing of a CORI check and medical exam with a one-year probationary period.

IV. MEETING BUSINESS - VOTES MAY BE TAKEN:

- 4.1 Review/Approve/Sign a road opening permit, RE: Emery Road
- 4.2 Review/Approve/Sign a road opening permit, RE: Meadow Road
- 4.3 Review/Approve/Sign an agreement/contract with Tighe & Bond for construction observation for the project, Main Street Water Main Replacement, in the amount of \$18,500.00 as recommended by the Water Commissioners

- 4.4 Review/Approve/Sign a contract with Weston & Sampson for Environmental Monitoring in the amount of \$9,000.00 as recommended by the Board of Health
- 4.5 Review/Approve request to accept \$21,719.00 from the Mass Health Ambulance CPE program and place in the Ambulance Receipt Account Reserved for Appropriation as requested by the Fire-EMS Chief
- 4.6 Review/Comment on a Mandatory Referral from the Planning Board, RE: Open Space Subdivision application for Townsend Hill Realty Trust
- 4.7 Review/Authorize the Town Accountant to sign a three-year contract with Vadar Systems for financial software application services
- 4.8 Review request (s) from the Division of Fisheries & Wildlife to support the purchase of land, RE: off North End Road
- 4.9 Review/Authorize the Town Administrator to sign a three-year agreement/contract with Melanson Heath for audit services
- 4.10 Review/Approve/Authorize the Town Administrator to sign the Professional Services Agreement with the Edward J. Collins, Jr. Center for Public Management
  - 4.10.1 Review wages/salary and worksheets/questionnaires as provided by the Collins Institute
- 4.11 Review/Approve/Sign a one-day special license for Paul Martin, V.F.W. Post #6538 in conjunction with a baby shower to be held on August 18, 2019 with sale hours from 1:00P.M. to 5:00P.M.
- 4.12 Review/Approve/Sign a one-day special license for Paul Martin, V.F.W. Post #6538 in conjunction with a birthday party to be held on October 5, 2019 with sale hours from 5:00P.M. to 10:00P.M.
- 4.13 Review reimbursement request from an employee who lost his hearing aid
- 4.14 Review/Approve/Sign mylar for Bridge No. T-07-013, RE: aka West Meadow Bridge
- 4.15 Discussion regarding the Fall Special Town Meeting
- 4.16 Review/Approve a new job description and position for the Library, RE: Young Adult Librarian/Youth Services

V. WORK SESSION - VOTES MAY BE TAKEN:

- 5.1 Town Administrator updates and report.
  - a. Communications Plan for Debt Exclusion
  - b. Water Department IT Security Update
  - c. Update on TV Video Camera Installation
  - d. Update on IT project
  - e. HVAC project for Library/Senior Center
  - f. Update on Nashoba Dispatch
  - g. ADA Grant Opportunity
- 5.2 Board of Selectmen announcements, updates, and reports.  
DK: Squannacook Greenways Announcement
- 5.3 Clerk of the Board announcements for events  
Band Concert for August 8, 2019

- John Whittemore Memorial Town Picnic
- 5.4 Board Correspondence
- 5.5 Review/Approve the meeting minutes for May 28, 2019, June 18, 2019, July 2, 2019 and July 16, 2019.
- 5.6 Review and sign payroll and bills payable warrants

VI: EXECUTIVE SESSION - VOTES MAY BE TAKEN:

Executive Session pursuant to GL c. 30A, s. 21(a)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel, RE: Police Chief

Executive Session pursuant to GL c. 30A, s. 21(a)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel, RE: School Resource Officer

VII. ADJOURNMENT: