



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

AGENDA FOR FEBRUARY 5, 2019 6:00 P.M.  
SELECTMEN'S CHAMBERS, TOWN HALL, IN 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 Announce that the meeting is being tape recorded.
- 1.4 Chairman's Additions or Deletions.
- 1.5 Public Comment Period

II. APPOINTMENTS AND HEARINGS - VOTES MAY BE TAKEN:

- 2.1 6:10P.M. Shirley Coit, TEMA Director, RE: FY20 Budget

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

- 3.1 Appoint Jonathan Ryan Moore as a paid-for-call Firefighter for the Townsend Fire-EMS Department contingent upon the passing of medical exam and CORI check with a one-year probationary period for a term effective February 5, 2019 to June 30, 2019.
- 3.2 Appoint Cheyenne Harrington as a full-time Police Officer to the Townsend Police Department for term effective February 5, 2019 to June 30, 2019 contingent upon the passing a background check and medical exam with a one-year probationary period.
- 3.3 Appoint Kimberly Clark as the Records Clerk for the Townsend Police Department effective February 5, 2019 contingent upon the passing of a background check and medical exam.
- 3.4 Appoint James Marchand as a Reserve Police Officer for the Townsend Police Department effective February 24, 2019 to June 30, 2019.

IV. MEETING BUSINESS - VOTES MAY BE TAKEN:

- 4.1 Review/Comment draft report for Turnpike Village cost examination.
- 4.2 Review/Approve/Sign a 2019 renewal for a Common Victualler license application for Paul Panagiotes, dba The Ice Cream Factory, 7 Elm Street, Townsend, MA.
- 4.3 Review/Approve a one day Special license for Jennifer Climo, Townsend Congregational Church in conjunction with an auction on May 4, 2019 with sale hours from 6:00P.M. to 9:00P.M.
- 4.4 Discuss/Review request to adjust Reserve Police Officers pay rate.
- 4.5 Clarification of Board's position on cross staffing of personnel, police, fire-ems, and facilities as requested by the Fire-Ems Chief, Mark Boynton.
- 4.6 Clarification of authority to set policy and procedures for the Fire-EMS Department.
- 4.7 Review/Approve/Sign letter of support for the DTLA grant to fund a feasibility study for Ashby, Pepperell, and Townsend Regional Dispatch as submitted by the Fire-EMS Chief.
- 4.8 Accept a grant in the amount of 3,754.00 for Student Awareness Fire Education from the State Fire Marshall's office.
- 4.9 Accept a grant in the amount of \$14,993.00 from the Community Foundation of North Central Massachusetts and the Greater Lowell Community Foundation for the purpose of Advanced Life Support Training.

4.10 Review/Approve/Sign a contract for the Water Department Bridge Replacement project as recommended by Town Counsel.

V. OLD BUSINESS - VOTES MAY BE TAKEN:

5.1 Review/Approve Use of Legal Counsel Policy - First Reading

5.2 Discussion Re: Hart Library and future plans (ex. \$500,000 Capital Bond)

5.3 Board discussion to review and/or revise/approve the Town Administrator job description consistent with the Town Charter.

5.4 Board discussion and development of a list of specific expectations for the Town Administrator position.

5.5 Approve/Sign an addendum to the personal services contract agreement between the town of Townsend and the Town Accountant.

5.6 Approve/Sign a personal services contract between the town of Townsend and the Treasurer/Collector.

VI. WORK SESSION - VOTES MAY BE TAKEN:

6.1 Town Administrator updates and report

1. FY20 Budget Update

a. NMRSD and Nashoba Tech Preliminary Budgets

b. Saturday Meeting Dates

2. Nashoba Dispatch Updates

3. DLS/OSHA Training Update

4. Cable

5. Unregistered Motor Vehicle Update

6. Library-Meeting Hall-Senior Center Facilities Discussion

6.2 Board of Selectmen announcements, updates, and reports.

Sue Lisio: Meeting Schedule.

6.3 Clerk of the Board announcements for events

6.4 Board Correspondence.

6.5 Approval of meeting minutes for January 8<sup>th</sup> and 22<sup>nd</sup>, 2019.

6.6 Review and sign bills payable warrants.

VII: EXECUTIVE SESSION - VOTES MAY BE TAKEN:

7.1 Executive Session pursuant to GL c. 30A, s. 21(a)(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining position or litigating position and the chair so declares. Normington.

7.2 Executive Session pursuant to GL c. 30A, s. 21(a)(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining position or litigating position and the chair so declares AFSCME Police Union Grievance.

7.3 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: MOU Paramedic

VIII. ADJOURNMENT: