



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
AUGUST 21, 2018 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 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 6:00P.M. Senator Dean Tran, RE: Update for Capital Bond Bill and other Projects.
 - 2.2 6:20P.M. American Flag Committee, RE: Mission Statement and Updates
- III. APPOINTMENTS OF OFFICIALS/PERSONNEL – VOTES MAY BE TAKEN:
 - 3.1 Appoint Robert Thompson to the Townsend Historic District Commission effective August 21, 2018 to June 30, 2021.
 - 3.2 Appoint Susan Gerken to the Townsend Historic District Commission effective August 21, 2018 to June 30, 2021.
 - 3.3 Appoint Michele Grenier as Land Use Coordinator effective August 21, 2018 contingent upon the passing of a CORI and medical exam with a one-year probationary period.
- IV. MEETING BUSINESS - VOTES MAY BE TAKEN:
 - 4.1 Review/Approve job description/classification for Water Department RE: Office Assistant.
 - 4.2 Review/Approve/Sign Road opening permit for 460 Main Street 33 New Fitchburg Road.
 - 4.3 Review/Sign 100th Birthday Proclamation, RE: Catherine Warner Proctor, Boyes, Wilson.
 - 4.4 Review/Sign Proclamation, RE: Eagle Scout.
 - 4.5 Disposal of Surplus Property declaration, RE: Townsend Public Library to be transferred to care and custody of the IT Department.
 - 4.6 Review/Approve Change Order #6 in the amount of \$6,814.28 for the West Townsend Fire Station contingent upon the approval of the Town Accountant.
 - 4.7 Discussion, RE: Treasurer/Collector Interim Services

V. OLD BUSINESS – VOTES MAY BE TAKEN:

VI. WORK SESSION – VOTES MAY BE TAKEN:

6.1 Town Administrator updates and reports:

- 6.1.1 Cable Update
- 6.1.2 Affirm the hiring of Marcie Furlong as the Records Clerk for the Townsend Police Department.
- 6.1.3 Reception for BOS – September 11, 2018 from 5:00P.M. to 6:00P.M.
- 6.1.4 Volunteer Fair – November 13, 2018.
(Permission to close town hall to the public)
- 6.1.5 West Meadow Bridge, Town Meeting Warrant Article.
- 6.1.6 Town Administrator Goals & Objectives.
- 6.1.7 Update RE: Job Description Executive Assistant.
- 6.1.8 Community Compact Best Practices Grant.
- 6.1.9 Update, RE: Tree Cutting/Unitil.
- 6.1.10 Charter Review Committee Update.

6.2 Board of Selectmen announcements, updates, and reports.

6.3 Board Correspondence.

6.4 Approval of meeting minutes for July 10, 2018, July 31, 2018, and August 7, 2018.

6.5 Review and sign payroll and bills payable warrants

VII. 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 Lieutenant, Contact review of Town Administrator, SRO Officer MOU, Paramedic MOU, Interim Police Chief and Building Commissioner MOU.

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. RE: Fire Union, Supervisory Union, Clerical Union and Highway-Water Union.

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, Clark, Eaton.

VIII. ADJOURNMENT: