



James M. Kreidler, Jr.
Town Administrator

OFFICE OF THE BOARD OF SELECTMEN

Wayne Miller, *Chairman*
Veronica Kell, *Clerk*

SELECTMEN'S MEETING AGENDA FOR DECEMBER 15, 2020 AT 6:00 P.M.

Governor Baker declared a State of Emergency to respond to COVID-19 on March 10, 2020 and ordered a suspension of certain provisions of the Open Meeting Law M.G.L. c. 30A, s 20.

The Board of Selectmen closed the town offices, including boards and committee meetings consistent with the Governor's order, to public access to promote social distancing and reduce the spread of COVID-19.

Topic: Board of Selectmen Meeting

Time: Dec 15, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81046139181?pwd=WHVWOW5XV2dqblA0SXdlPbzFEZGwxZz09>

Meeting ID: 810 4613 9181

Passcode: 997531

One tap mobile

+13017158592,,81046139181#,,,,,0#,,997531# US (Washington D.C)

+13126266799,,81046139181#,,,,,0#,,997531# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 810 4613 9181

Passcode: 997531

Find your local number: <https://us02web.zoom.us/u/kbEX4Ys3ty>

I. PRELIMINARIES - VOTES MAY BE TAKEN:

- 1.1 Call the meeting to order and roll call.
- 1.2 Pledge of Allegiance
- 1.3 Announce the meeting is being audio and video recorded.
- 1.3 Chairman's Additions or Deletions.
- 1.4 Public Comment Period.

II. APPOINTMENTS AND HEARINGS – VOTES MAY BE TAKEN:

- 2.1 6:05P.M. Joint meeting with the Planning Board, RE: Appointment of Carol Hoffses.
- 2.2 6:10P.M. Police Chief, Jay Sartell, RE: FY2020 Edward Byrne Memorial Justice Assistance Grant
 - 2.2.1 Authorize the Town Administrator to sign the Massachusetts standard contract form and grant application.

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

- 3.1 Appoint Prima Golda as a Library Tech effective December 8, 2020 contingent upon the passing of a medical exam and C.O.R.I. check.
- 3.2 Appoint Brett King as the on-call Captain for the Townsend Fire-EMS Department effective December 8, 2020 to June 30, 2021.
- 3.3 Audit Committee and Town Properties Committee Appointments if applicable.
- 3.4 Appoint a Board of Selectmen member to the Capital Planning Committee in accordance with Chapter 14 of the Townsend bylaws.

IV. MEETING BUSINESS - VOTES MAY BE TAKEN:

- 4.1 Approve and sign outside of a meeting all 2020 renewals for liquor licenses contingent upon a valid certificate of inspection and receipt of required documentation and payment.
- 4.2 Approve and sign outside of a meeting all 2020 renewals for CLASS I, II, III licenses contingent upon receipt of required documentation and payment.
- 4.3 Approve and sign outside of a meeting all 2020 renewals for Common Victualler licenses contingent upon receipt of required documentation and payment.
- 4.4 Approve and sign outside of a meeting all 2020 renewals for Entertainment licenses contingent upon receipt of required documentation and payment.
- 4.5 Declare the following as surplus with a value to be determined in conjunction with the Department Head and Chief Procurement Officer.
 - 17-inch Monitor (Water Department)
 - (3) three computer towers that are inoperable (Water Department)
 - (2) 20' metal containers (Board of Health)
 - (2) 40' Trailers (Board of Health)
 - Mixed Scrap Metal- (Water Department) -2,500 lbs cast iron, 50 lbs copper, 400 lbs. clean brass and 100 lbs. mixed metal brass.
- 4.6 Review/Approve the 2021 Legal Holidays
- 4.7 Discuss formation of a Committee, RE: Open Space Plan
- 4.8 Discussion, RE: Monthly Reports and Annual Reports from Department Heads
- 4.9 Discussion, RE: Real estate tax breaks for volunteer board members
- 4.10 Review/Approve/Execute: License agreement for Sterilite donation for addition at the Sr. Center
- 4.11 Health Insurance Joint Purchase Arrangement follow-up discussion/update- review draft document

V. WORK SESSION – VOTES MAY BE TAKEN:

- 5.1 Town Administrator updates and report.
 - 5.1.1 Treasurer/Collector update/job posting
 - 5.1.2 97 Main Street update/discussion
 - 5.1.3 Finance summit follow up discussion- Discuss budget memo request parameters.

- 5.1.4 Shared Streets and Winter Spaces grant application review
- 5.1.5 TCAM update/report
- 5.1.6 South Row Road discussion/update
- 5.1.7 Report/discussion on cash operations
- 5.1.8 Website update/status for each department
- 5.2 Reports from Board liaisons.
 - WM: Housing Trust update/discussion, RE: MOU status and resident outreach
- 5.4 Review/Approve the meeting minutes for November 2, 2020.
- 5.5 Review and sign payroll and bills payable warrants.

- VI: EXECUTIVE SESSION - VOTES MAY BE TAKEN:
 - 6.1 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 or litigating position of the public body and the chair so declares; RE: Fire Union, Police Union, Supervisors Union, Clerical Union, and Highway/Water Union.
 - 6.2 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 or litigating position of the public body and the chair so declares RE: Kelly Merrill v Townsend.

- VII. ADJOURNMENT: