



James M. Kreidler, Jr.
Town Administrator

OFFICE OF THE BOARD OF SELECTMEN

Wayne Miller, *Chairman*
Veronica Kell, *Vice-Chairman*

SELECTMEN'S MEETING AGENDA FOR NOVEMBER 2, 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.

Join Zoom Meeting

<https://us02web.zoom.us/j/89984696321?pwd=TklrN1ZaZmUweGxiQnJIR0xiaklGdz09>

Meeting ID: 899 8469 6321

Passcode: 800864

One tap mobile

+13126266799,,89984696321#,,,,,0#,,800864# US (Chicago)

+19292056099,,89984696321#,,,,,0#,,800864# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

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- 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 tape 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. Robert Templeton, School Liaison RE: Budget Schedule

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

- 3.1 Appoint David Vigeant as the Water Superintendent for the Townsend Water Department effective November 2, 2020 contingent upon the passing of medical exam and CORI check with a one-year probationary period.
- 3.2 Appoint Renee Serene to the Recreation Department as a Senior Counselor effective November 2, 2020 contingent upon the passing of a medical exam and CORI check with a one-year probationary period.
- 3.3 Appoint Bonnie Fitzpatrick as an Assistant Director to the Recreation Department effective November 2, 2020 contingent upon the passing of a medical exam and CORI check with a one-year probationary period.
- 3.4 Appoint Jeffrey Cormier as a full-time Firefighter/paramedic effective November 2, 2020 to June 30, 2021 contingent upon the passing of medical exam and CORI check with a one-year probationary period.
- 3.5 Appoint Stephen Damato as a Constable in the town of Townsend for a term effective November 2, 2020 to June 30, 2022 contingent upon written approval and authorization by the Police Chief, Jay Sartell and the submittal of a Constable Bond to be filed with the Treasurer.

IV. MEETING BUSINESS - VOTES MAY BE TAKEN:

- 4.1 Accept a grant from Center for Tech and Civic Life in the amount of \$5,000.00 for the purpose of planning and operationalizing safe and secure election administration.
- 4.2 Review changes/updates to policy #99-1, Gift Acceptance Policy & Procedures.
- 4.3 Review/Approve a road opening permit as submitted by the Highway Superintendent, RE: 105 Fitchburg Road.
- 4.4 Review a referral for a variance from the Zoning Board of Appeals, RE: 50 Highland Street.

V. WORK SESSION – VOTES MAY BE TAKEN:

- 5.1 Town Administrator updates and report.

UPDATES:

- CvRF Round 2 funding requests
- Set date for the special election in January
- Website update
- Recreation program in Great Hall
- TCAM/Zoom Procedures
- Properties: South Row Rd and 97 Main Street
- Schedule work sessions: Job Descriptions/Wage Matrix; Cash Operations
- Audit Committee
- License Agreement

- 5.2 Board of Selectmen announcements, updates, and reports.

- 5.3 Review and sign payroll and bills payable warrants.

VI. EXECUTIVE SESSION:

Pursuant to G.L. c. 30A s21(a)(3), executive session to discuss strategy with respects to collective bargaining where an open meeting may have a detrimental effect on the bargaining or litigating position of the Town, and the Chair of the Board so declares. RE: Supervisors Union

VII. ADJOURNMENT: