



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
SEPTEMBER 11, 2018 6:00 P.M.
SELECTMEN'S CHAMBERS, TOWN HALL
272 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
 - 1.2.1 Moment of Remembrance
- 1.3 Announce that the meeting is being tape recorded.
- 1.4 Chairman's Additions or Deletions.
- 1.5 Public Comment Period

II: EXECUTIVE SESSION - VOTES MAY BE TAKEN:

- 2.1 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 for AFSCME Supervisory Union Lieutenant and AFSCME Police Union Grievance.
- 2.2 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: review of existing School Resource Officer MOU and contract with Town Administrator.
- 2.3 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, Police Union, Supervisory Union, Clerical Union and Highway-Water Union.

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

- 3.1 Appoint Kym Craven to the Townsend Emergency Management Association (TEMA) for a term effective September 11, 2018 to June 30, 2021.
- 3.2 Appoint Barbara A. Bourdon to the Townsend Emergency Management Association (TEMA) for a term effective September 11, 2018 to June 30, 2021.

- 3.3 Appoint Sean Pearson to the Zoning Board of Appeals as an Associate Member for a term effective September 11, 2018 to June 30, 2019.
- 3.4 Appoint David Funaiolo to the Zoning Board of Appeals as an Associate Member for a term effective September 11, 2018 to June 30, 2019.
- 3.5 Appoint David Hargraves to the Townsend Fire-EMS Association as a per diem paramedic for a term effective September 11, 2018 to June 30, 2019 contingent upon the passing of medical exam and CORI check with a one-year probationary period.
- 3.6 Appoint John Johnson as a Reserve Officer for the Townsend Police Department for a term effective September 11, 2018 to June 30, 2019.

IV. MEETING BUSINESS - VOTES MAY BE TAKEN:

- 4.1 Review/Accept a grant in the amount of \$7,800.00 through the Sustainable Materials Recovery Program.
- 4.2 Review/Discuss Policy 4-2018 CORI Policy, First Reading.
- 4.3 Review/Discuss/Vote to authorize Cemetery and Parks Superintendent as the administrative and signatory agent for the purpose of the \$7,100.00 state appropriation for the Veterans marker.
- 4.4 Review/Approve/Sign Proclamation for Keith Jackson.
- 4.5 Review/Approve a contract for Engineering Services with Tighe & Bond in the amount of \$26,600.00 for the Water Main replacement on Meadow Road.
- 4.6 Discussion RE: Water flow and fire suppression sufficiency in Harbor area of town
- 4.7 Discussion of Pending Legal Opinion requested by the Chair regarding:
 - 1. Who is the ultimate appointing authority for Town employee positions that fall under the responsibility of the Elected Board of Selectmen?
 - 2. If a new town employee job/title is created (such as Records Clerk at the Police Department as discussed at our last meeting), who has the authority to make the appointment?
 - 3. Does the Board of Selectmen have veto power over appointment recommendations?
 - 4. What are the requirements for internal vs external postings for non-union personnel?
 - 5. Is it within the authority of Board of Selectmen to direct the Town Administrator to post a position both internally and externally and to evaluate the entire pool of candidates?
 - 6. Is it within the authority of Board of Selectmen to direct the Town Administrator to share cover letters, resumes including work history and education, references, and in the case of internal candidates, personnel performance evaluations and educational background of job finalists with the Board?

V. OLD BUSINESS - VOTES MAY BE TAKEN:

- 5.1 Authorize the Town Administrator to sign the Community Development Block Grant Contract and to solicit and contract for grant administration services.

VI. WORK SESSION - VOTES MAY BE TAKEN:

6.1 Town Administrator updates and report

Personnel Updates

- 6.1.1 Sgt. John Johnson (ret.) schedule before the Board for appreciation
- 6.1.2 Employee Compensatory Time Discussion
- 6.1.3 Update regarding Interim Treasurer/Collector Services.
- 6.1.4 Request approval for attendance at a course at the Columbia University Business School-Executive Education Program per the terms of the contract between the Town and me, specifically providing“...tuition for one college level course per semester at a college of the TOWN ADMINISTRATOR’S choice, subject to the prior approval of the TOWN...”
- 6.1.5 School Resource Officer Update.

Financial Updates

- 6.1.6 Boiler replacement at Varnum Brook and Hawthorn Brook within the funding of the Accelerated Repair Projects
- 6.1.7 Letter to Governor Baker RE: Requested release of bond authorization for the Town Common sidewalks.
- 6.1.8 Assessors Office Veterans Exemption- discussion regarding two veterans who were not provided their exemptions in spite of having appropriately filed.

Miscellaneous Updates

- 6.1.9 Draft policy making the Town website the official posting location for town notices requiring legal posting.
- 6.1.10 Update RE: question about posting lawsuit documents on the town website.

6.2 Board of Selectmen announcements, updates, and reports.

Selectman King: Opiate crisis in Townsend and Recovery Month
Suicide Awareness Week
Veteran Benefits

6.3 Clerk of the Board announcements for events

None to review.

6.4 Board Correspondence.

6.5 Approval of meeting minutes for August 21, 2018.

6.6 Review and sign payroll and bills payable warrants

LISTING of pending Board Business:

VII. ADJOURNMENT: