



Office of the
BOARD OF SELECTMEN
272 Main Street, Townsend, Massachusetts 01469

Cindy King, *Chairman*
James M. Kreidler, Jr.,
Town Administrator

Gordon Clark, *Vice-Chairman*

Sue Lisio, *Clerk*
(978) 597-1701

MEETING MINUTES
OCTOBER 30, 2017 6:30 P.M.
SELECTMEN'S CHAMBERS, TOWN HALL
272 MAIN STREET, TOWNSEND, MA

I. PRELIMINARIES - VOTES MAY BE TAKEN:

- 1.1 CK called the meeting to order at 6:30P.M.
Roll call vote taken showed 3 members present: Chairman, Cindy King (CK)
Vice-Chairman, Gordon Clark (GC) and Clerk, Sue Lisio (SL).
- 1.2 Pledge of Allegiance
- 1.3 CK announced the meeting is being tape recorded and asked the audience if anyone else would be tape or video recording.
- 1.4 CK moved to add 4.10 to the agenda *as revised, for an application for permit.

II. APPOINTMENTS AND HEARINGS - VOTES MAY BE TAKEN:

- 2.1 6:35P.M. Maintenance Supervisor, Mark Mercurio, RE: Facilities Department Updates.
Mr. Mercurio introduced Brian Mayer to the Board; Mr. Mayer was recently hired to assist with the maintenance of buildings and ongoing projects. Mr. Mercurio gave the Board an update of the pending, completed, and future projects with the department. Mr. Mercurio updated the Board of the progress made to the grounds, further recommending the Board extend the current landscaping contract.
- 2.2 7:00P.M. Recycling Committee Member, Irene Condon, RE: Committee Updates.
Mrs. Condon met with the Board and discussed the successful outcome of the textiles drive with over 5000 pounds of material. Ms. Condon announced the there'll be a forum on November 13th and asked the Board members to consider being involved with the project. The environmental forum will begin at 6:00P.M., discussion regarding implementing programs for waste reduction will be at topic

and encouraged the public to participate. Ms. Condon also announced the swap shop was operational at the recycling center.

Mrs. Condon also informed the Board the planning of the 2018 Earth Day has begun, it will be celebrated on April 21, 2017 noting the National Day is April 22, 2017. The theme for this year will be hoof and woof. The hazardous waste center at Devens will be open Wednesday November 1, 2017.

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

- 3.1 SL moved to appoint Amelia Gentry to the Townsend Conservation Commission for a term effective October 30, 2017 to June 30, 2020. GC seconded. Unanimous vote.
- 3.2 SL moved to appoint Wayne Thomas as Fleet Mechanic for the Townsend Highway Department effective October 30, 2017 contingent upon the passing of a pre-placement medical exam and CORI check with a one-year probationary period. GC seconded. Unanimous vote.

IV. MEETING BUSINESS - VOTES MAY BE TAKEN:

- 4.1 SL read the proclamation into the record (please see attached) SL moved to sign the proclamation. GC seconded. Unanimous vote.

SL made one motion to approve agenda items 4.2 – 4.7

SL moved to approve 2018 CLASS II license application for W. Baro Enterprises, LTD, 345 Main Street, Townsend, MA., 2018 CLASS II license application for Roy D. Shepherd, Inc., dba Shepherd's Sales & Service, 55 Main Street, Townsend, MA., 2018 CLASS III license application for Roy D. Shepherd, Inc., dba Joe's Auto Body, 55 Main Street, Townsend, MA., 2018 Common Victualler license application for Brick Steamer, LLC dba Cherry Hill Ice Cream Too, 53 Main Street, Townsend, MA., 2018 Common Victualler license application for Gourmet House Inc., dba Panda Wok, 18 Main Street, Townsend, MA., 2018 all Alcoholic Beverages, Restaurant Liquor License application for Gourmet House, Inc., dba Panda Wok, 18 Main Street, Townsend, MA., License #0017-RS-1286 contingent upon a valid certificate of inspection. GC seconded. Unanimous vote.

- 4.8 Set Special Town Meeting date (suggested date, November 28, 2017).

- 4.8.1 Open and close the warrant.

Discussion ensued regarding free cash certification, tax levy hearing and the reasons for conducting the Special Town Meeting in late November. Mr. Kreidler suggested the Board open the warrant and close on November 9, 2017 to allow sufficient time to post within the 14 day requirement.

SL moved to set the Special Town Meeting date for November 28, 2017 and to open the warrant on October 31, 2017 at 9:00A.M. and close the warrant on November 9, 2017 at 12 noon. GC seconded. Unanimous vote.

4.9 The Board offered no comment in regards to the preliminary design after review of the design plans. *NOTE: Design plans can be seen in the Selectmen's office. The Board expressed its appreciation for being included in the design process.

4.10 SL moved to approve and sign the following applications to Cross, Alter, and/or Construct within a Town Way for Unitil/MSR Utility Maintenance Corp.

58-60 Emery Road to install test station with anodes.

Emery Road (Pole 2979) to install test station with anodes.

Emery Road (Pole 2962) to install test station with anodes.

Emery Road (Pole 2974) to install test station with anodes

Emery Road @ South Road to install test stations with anodes.

GC amended; contingent upon all permit fees being received. GC seconded. Unanimous vote.

V. WORK SESSION - VOTES MAY BE TAKEN:

5.1 Town Administrator updates and reports.

Mr. Kreidler explained how Chapter 90 funds are accounted for and used, while noting that some in the community expressed concern that the funds may have been used for other expenses. Mr. Kreidler clarified the amount received for FY18 and the process for approval and reimbursement.

Mr. Kreidler informed the Board he intended to form a work group with some of the concerned residents along with the Acting Highway Superintendent to discuss how funding can be increased and how the road plan can be funded.

Mr. Kreidler informed the Board, the town received a grant of \$33,000 for Complete Streets, Tier 2 and have contracted with the planning agency to create the prioritized list to be submitted for funding.

Mr. Kreidler informed the Board the School Superintendent, Joan Landers would be retiring at the end of the school year.

Mr. Kreidler informed the Board that Deputy Chief Sartell would be starting next week and he did received his police certification.

- 5.2 Board of Selectmen announcements, updates, and reports.
SL talked about the production of God Spell at the High School.
- 5.3 SL moved to approve the meeting minutes for October 17, 2017. GC seconded. Unanimous vote. SL moved to approve the executive session minutes for October 17, 2017 with the addition on the second page, first paragraph to insert the word "current" and release the executive session minutes. GC seconded. Unanimous vote.
- 5.4 SL moved to approve and sign the bills payable warrant out of session. GC seconded. SL and CK (YES) and GC (NO)

VI. ADJOURNMENT:

SL moved to adjourn the meeting at 7:58P.M. GC seconded. Unanimous vote.

Respectfully submitted by,



Carolyn Smart
Executive Assistant

Voted to approve and the meeting minutes of October 30, 2017, by the Board of Selectmen this
14th day of November, 2017.

October 30, 2017

Proclamation

WHEREAS, diabetes affects 29.1 million people -- 9.3% of the population in the United States, and is a serious disease for which there is no known cure and which is the seventh leading cause of death by disease in the United States; and

WHEREAS, approximately one quarter of the Americans who have diabetes, 8.1 million (27.8%) of people, do not know they have the disease and may experience damage to the heart, eyes, kidneys, and limbs without producing any symptoms; and

WHEREAS, another 86 million, or 1 in 3 American adults, has pre-diabetes, a condition which puts them at greater risk for developing Type 2 diabetes, and if current trends continue, 1 in 3 American adults will have diabetes by 2050; and

WHEREAS, Type 1 diabetes (T1D) is an autoimmune disease in which a person's pancreas stops producing insulin, a hormone that enables people to get energy from food. It occurs when the body's immune system attacks and destroys the insulin-producing cells in the pancreas, called beta cells. While its causes are not yet entirely understood, scientists believe that both genetic factors and environmental triggers are involved. Its onset has nothing to do with diet or lifestyle. There is no prevention for T1D, and – at present – no cure; and

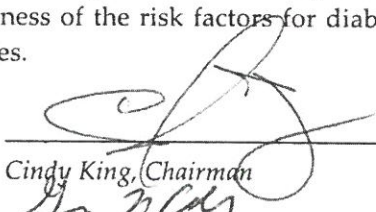
WHEREAS, T1D strikes both children and adults at any age. It comes on suddenly, causes dependence on injected or pumped insulin for life, and carries the constant threat of devastating complications; and

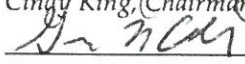
WHEREAS, 1.25M Americans are living with T1D including about 200,000 youth (less than 20 years old) and over a million adults (20 years old and older); 40,000 people are diagnosed each year in the U.S.; 5 million people in the U.S. are expected to have T1D by 2050, including nearly 600,000 youth; between 2001 and 2009 there was a 21% increase in the prevalence of T1D in people under age 20; \$14B T1D-associated annual healthcare costs in the U.S.; and

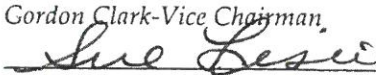
WHEREAS, diabetes has many faces, affecting everyone, young and old alike - Caucasians, African Americans, Latinos, Native Americans, Asian Americans and Pacific Islanders, with minority populations in the United States having an increased risk for developing the disease; and

WHEREAS, an increase in community awareness of risk factors and symptoms related to diabetes can improve the likelihood that people with diabetes will get the attention they need before suffering the devastating complications of the disease;

NOW, THEREFORE, The Board of Selectmen do hereby proclaim November 2017, as **DIABETES AWARENESS MONTH** in the Town of Townsend, and encourage all citizens to help fight this disease and its deadly complications, including heart and kidney disease, stroke, blindness, and amputation, by increasing awareness of the risk factors for diabetes, and by providing support to those suffering from diabetes.


Cindy King, Chairman


Gordon Clark-Vice Chairman


Sue Lisio, Clerk



Office of the
BOARD OF SELECTMEN
 272 Main Street, Townsend, Massachusetts 01469

Gordon Clark, *Chairman*
 James M. Kreidler, Jr.,
 Town Administrator

Cindy King, *Vice-Chairman*

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 (978) 597-1701

SELECTMEN'S MEETING MINUTES
OCTOBER 17, 2017 7:30 P.M.
SELECTMEN'S CHAMBERS, TOWN HALL
272 MAIN STREET, TOWNSEND, MA

I. PRELIMINARIES - VOTES MAY BE TAKEN:

- 1.1 The meeting was called to order at 7:39P.M.
 Roll call vote taken showed 3 members present: Chairman. Gordon Clark (GC), Vice-Chairman, Cindy King (CK) and Clerk, Sue Lisio (SL)
- 1.2 Pledge of Allegiance
- 1.3 The Chairman announced the meeting was being tape recorded.
- 1.4 Chairman's Additions or Deletions.
 3.7 Award bid to Fox Painting, Inc
 GC deleted the section under Selectmen Clark updates, Accomplishment and Goals

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

- 2.1 SL moved to appoint the following to TEMA for a three (3) term effective October 17, 2017 to June 30, 2020:

Donna Pinkerton	Mary Letourneau
Jonathan Kinney	Joan Walton
Vicky Brunelle	Janet Johnson

 CK seconded. Unanimous vote.
- 2.2 SL moved to appoint Janet A. Johnson and Shirley Coit as Representatives to the North Middlesex Emergency Planning Committee effective October 17, 2017 to June 30, 2018.
 CK seconded. Unanimous vote.
- 2.3 The Board engaged in discussion to appoint a Selectmen's Rep to the Capital Planning Committee: additional conversation regarding other appointments and involvement on different committees and duties of the Capital Planning Committee ensued.

CK offered to be the appointee to the Committee.

SL move to approve the appointment of Cindy King as the Selectmen's Representative to the Capital Planning Committee for a term effective October 17, 2017 to June 30, 2018.
 GC seconded. Unanimous vote.

III. MEETING BUSINESS - VOTES MAY BE TAKEN:

- 3.1 GC informed the Board; the Town Clerk, Kathleen Spofford has been designated CMMC (Certified Massachusetts Municipal Clerk) and Barbara Tierney designated Certified Municipal Treasurer. GC read an article into the record (see attached) Mr. Kreidler suggested the Board authorize him to send an appreciation/thank you letter to both the Town Clerk and the Treasurer.
- 3.2 SL moved to approve and sign the Special State Primary warrant to be held on November 7, 2017. CK seconded. Unanimous vote.
- 3.3 SL moved approve and sign a one day Special License for Shannon Smith, Townsend Farmers Exchange, 15 Elm Street in conjunction with the 2nd Annual Fall Festival to be held on October 29, 2017 with sale hours from 11:00A.M. to 4:00P.M. CK seconded. Unanimous vote.
- 3.4 SL moved to approve and sign the general license to Frank Farese, on behalf of the Lion's Club to sell Christmas trees at the rear of the Town Common from November 24, 2017 to December 24, 2017. CK seconded. Unanimous vote.
- 3.5 SL moved to approve and sign the proclamation for the William E. May award recipient, Alice Avery Struthers. SL read the proclamation into the record (see attached).
- 3.6 The Board reviewed the mandatory referral from the Planning Board regarding the temporary Moratorium on Recreational Marijuana, (please see attached) The Board agreed to send no comment on referral, with appreciation for the opportunity to comment.
- 3.7 Mr. Kreidler outlined the procurement process in regards to the exterior painting project. The Board reviewed the bid prices submitted (see attached)
- SL moved to award the bid for the exterior painting of the Police Station to Fox Paining, Inc., in the amount of \$14,000.00 pending reference (s) check and to authorize the Chief Procurement Officer to sign award notification and contract. SK seconded. Unanimous vote.
- 3.8 Mr. Kreidler asked the Board to consider closing Town Hall to the public for Halloween evening. Mr. Kreidler relayed employees may use their accrued time or work their regularly scheduled hours.
- SL moved to authorize the closing of town hall from 6:00P.M. to 8:00P.M. to the public on October 31, 2017. CK seconded. Unanimous vote.
- 3.9 The Board reviewed the amendment for AFSCME, Council 93, Local 1703 Supervisory Union (see attached).

SL moved to approve and sign the amendment for AFSCME, Council 93, Local 1703 Supervisory Union. CK seconded. Unanimous vote.

IV. WORK SESSION - VOTES MAY BE TAKEN:

4.1 Town Administrator updates and reports.

4.1.1 Recreation Department "Rec Kids Day Camp" program update.

Mr. Kreidler informed the Board there was a misconception regarding the recreation after school program; explaining it is a continuation of their summer rec program and not a daycare. Mr. Kreidler stated all matters with state and local inspections and requirement are in process to be completed.

4.1.2 Chapter 90 Road Funds- \$414,296 committed.

Mr. Kreidler relayed the Chapter 90 funds are committed; the rumors otherwise are not true.

4.1.3 Police Department Patrol Officer Vacancy posting.

Mr. Kreidler informed the Board the posting was done.

4.1.4 Public Authority Towing Bid Process

Mr. Kreidler explained he solicited input from our current vendors to make sure the scope was appropriate for the service we have traditionally required.

4.1.5 Town Counsel Request for Proposal Discussion. (see enclosed)

4.1.6 Labor Counsel Request for Proposal Discussion. (see enclosed)

The Board reviewed the proposals (see attached) Discussion regarding appointment and contract process ensued. The Board agreed to solicit proposals for Counsel Services.

4.1.7 Operational Organizational Chart- Second Meeting DRAFT (see enclosed)

Discussion regarding the organization chart included: Elected Boards authority, definition of day to day vs policy making. A change was noted in the reporting duties of the Executive Assistant position. Mr. Kreidler explained the chart was needed to submit for GFOA designation. SL agreed with chart with the understanding it is a living document and subject to change. SL moved to approve the operational and organizational chart as submitted with changes discussed. CK seconded. Unanimous vote.

4.1.8 Policies Update- Pending: Access to Counsel and Vacation.

Mr. Kreidler inform the Board members that both he and Ms. Lisio are still working together on changes for the policy regarding counsel and vacation time. Discussion regarding probationary period for union and non-union employees ensued with clarification of what is required.

4.1.9 Fire Substation Project- Bid Protest Received.

Mr. Kreidler informed the Board he did receive a protest and public records request, relaying the information is in the Board's mail.

4.2 Board of Selectmen announcements, updates, and reports.

- **Selectman Lisio**

SL inquired as the next meeting date, currently it would fall on Halloween. The Board agreed to meet on October 30, 2017.

- **Selectman King**

CK stated she wanted to continue the Board's discussion on substance abuse at a future agenda.

- **Selectman Clark**

GC informed the Board that he filled in for CK, and spent the afternoon paddling on the Nashua River with Conservation Commissioner Karen Hill. GC also requested the information be uploaded to the website. (see attached)

4.3 SL moved to approve the regular meeting minutes for October 3, 2017. CK seconded. Unanimous vote.

4.4 Schedule next Board Meeting. Suggested date: Monday October 30, 2017 as Tuesday October 31, 2017 is Halloween. The Board agreed to meet October 30, 2017.

4.5 SL moved to approve and sign the bills payable warrant out of session. CK seconded. Unanimous vote.

V: EXECUTIVE SESSION - VOTES MAY BE TAKEN:

5.1 SL moved to enter 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: pending litigation- Merrill and pursuant to GL c. 30A, s. 21(a)(2) to discuss strategy or to conduct negotiations with non-union personnel with respects to the Town Administrator and to reconvene in open session. CK seconded. Roll call vote GC (YES), CK (YES), and SL (YES).

GC called the meeting back to order at 9:45P.M.

VI. RETURN TO OPEN SESSION-VOTES MAY BE TAKEN:

Chairman Clark re:

- Executive Session Matters

Mr. Kreidler stated it would be appropriate for the Board to explain partially what occurred in executive session, in that, it was agreed to extend the Town Administrator's contract by three additional years and change the language in regards to the automobile stipend and in return the requirement for raises to be consistent with subordinates will be waived.

SL moved to sign the contract with the Town Administrator out of session. CK seconded. Unanimous vote.

~~○ Approve and release executive session minutes of April 25, 2017 and October 3, 2017.~~

~~○ Approve and **NOT** release executive session minutes of August 24, 2017.~~

~~○ Contract(s)~~

~~● Board Accomplishments and Goals, and~~

● Board Assignments

GC informed the Board after much thought, he felt it would be better for the Town if he stepped down to Vice-Chair and asked Ms. King if she'd consider taking the Chair position. Additional discussion regarding accomplishments and future plans ensued.

GC moved to make Cindy King Chair and Gordon Clark Vice-Chair and the liaison assignments to remain the same. CK seconded. CK & GC (YES) SL (NO)

VII. ADJOURNMENT:

SL moved to adjourn the meeting. CK seconded. Unanimous vote.

Respectfully submitted by,

Carolyn Smart
Executive Assistant

Voted to approve and the meeting minutes of October 17, 2017, by the Board of Selectmen this _____ day of _____, 2017.

**BOARD OF SELECTMEN
EXECUTIVE SESSION MEETING MINUTES FOR OCTOBER 17, 2017**

GC - Gordon Clark, Chairman
CK - Cindy King, Vice-Chairman
SL - Sue Lisio, Clerk

Also present: JK-Town Administrator, James M. Kreidler, Jr
Executive Assistant, Carolyn Smart

V: EXECUTIVE SESSION - VOTES MAY BE TAKEN:

SL moved to enter 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: pending litigation- Merrill and pursuant to GL c. 30A, s. 21(a)(2) to discuss strategy or to conduct negotiations with non-union personnel with respects to the Town Administrator and to reconvene in open session. CK seconded. Roll call vote GC (YES), CK (YES), and SL (YES).

GC explained the Board that he asked this item to be on agenda, relaying that in accordance to his contract, that JK would be entitled to the same 22% base salary increase that the Fire Chief received. JK stated for the record he was not looking to receive a raise beyond the 2.5% that he and all other employees received for this fiscal year.

Further discussion ensued regarding the work that had been undertaken to stabilize the organization and with only 1.5 years left on the contract not sure if that work will be able to continue. SL sought clarification regarding the number of years an employment contract can be authorized for the Town Administrator. JK advised that under MGL c. 41 section 108N a Town Administrator contract can be agreed to "for a period of time" versus for Police or Fire Chiefs which limit contracts to three years. JK referred to letter of Dee Moschos, the attorney who wrote the legislation. (see attached)

Mr. Kreidler relayed if a three year extension is agreed to, he would waive the wording for a raise to be line with the Fire Chief for both FY18 and FY19. SL voiced concern with negotiating so early. Kreidler reminded SL that she and a prior board began renegotiations with a prior Town Administrator close to a year and a half early as well. SL expressed concern about extending a contract for that amount of time. Both CK and GC agreed to the extension and thought it was warranted and appropriate to stabilize the upper management of the town.

CK moved to extend the Town Administrator's contract by 3 additional years in consideration of Kreidler waiving rights to receive a base salary increase equal to the base salary increase of the Fire Chief for FY18 and 19 that he would otherwise be entitled to receive. GC seconded. Roll call vote GC (YES), CK (YES) and SL (NO)

current
The parties next discussed adjusting the automobile stipend. CK motion to adjust the automobile stipend to equal the Supervisory Union contract amount of \$500.00 per month but not take effect until July 1, 2019. GC seconded. Roll call vote GC (YES), CK (YES) and SL (NO)

CK moved to reconvene in open session at 9:30P.M. SL seconded. Roll call vote GC (YES) CK (YES) and SL (YES).

GC moved to recess for 5 minutes before calling to order.

Respectfully submitted by,

Carolyn Smart
Executive Assistant

Voted to approve and release executive session minutes for the meeting of October 17, 2017, by the Board of Selectmen this _____ day of _____, 2017.

minutes 10/30/17

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

USED CAR DEALER'S LICENSE - CLASS II
TO BUY OR SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto:

WILLIAM W. BARO & JAMIE BARO
W. BARO ENTERPRISES, LTD

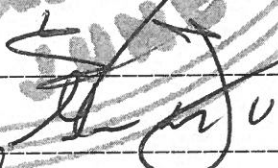
is hereby licensed to buy and sell second-hand motor vehicles at No.

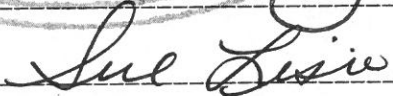
345 MAIN STREET TOWNSEND, MA
on premises described as follows:

BARO'S USED CARS: Located at 345 Main Street. A 2.01 acre parcel zoned commercial with a repair garage building consisting of 7,464 Square Ft.

Date: 10-30-17

TOWNSEND BOARD OF SELECTMEN





THIS LICENSE EXPIRES JANUARY 1, 2019
THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE
UPON THE PREMISES

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

USED CAR DEALER'S LICENSE - CLASS II
TO BUY OR SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto:

ROY D. SHEPHERD, INC. DBA SHEPHERD & SALES SERVICE

is hereby licensed to buy and sell second-hand motor vehicles at No.

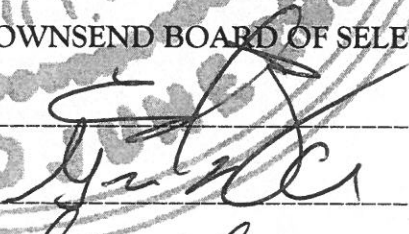
55 MAIN STREET TOWNSEND, MA

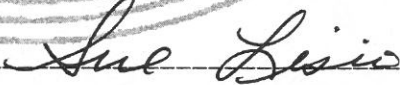
on premises described as follows:

SHEPHERD'S SALES & SERVICE: located on 1.5 acres of land classified commercial with a Store Front building consisting of 3,360 Square Ft.

Date: 10/30/17

TOWNSEND BOARD OF SELECTMEN





THIS LICENSE EXPIRES JANUARY 1, 2019
THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE
UPON THE PREMISES

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

MOTOR VEHICLE JUNK LICENSE - CLASS III

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto:

ROY D. SHEPHERD, INC. DBA JOE'S AUTO BODY

is hereby licensed to buy second-hand motor vehicles for the purpose of remodeling, taking apart or rebuilding of same, or the buying or selling of parts of second-hand motor vehicles or tires, or the assembling of motor vehicle parts at No.

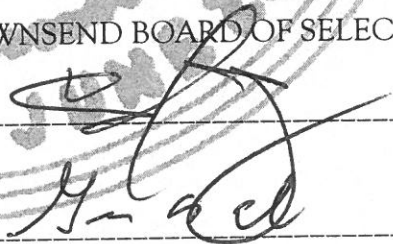
54 MAIN STREET TOWNSEND, MA.

on premises described as follows:

JOE'S AUTO BODY: Located in an industrial warehouse on 2.0 acres, building size is 24,598 Square ft. This license is issued in compliance of sections 61, 62, 64 & 67A and specifically excludes all uses governed by Chapter 59A motor vehicle junk yard.

Date: 10/30/17

TOWNSEND BOARD OF SELECTMEN



THIS LICENSE EXPIRES JANUARY 1, 2019
THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE
UPON THE PREMISES

LICENSE ALCOHOLIC BEVERAGES
THE LICENSING BOARD OF THE TOWN OF TOWNSEND
HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell
All Kinds of Alcoholic Beverages

TO BE DRUNK ON THE PREMISES

To: **Gourmet House, Inc.**
18 Main Street Manager: Mike Far Liang

on the following described premises:

Single floor space in Harbor Village Shopping Center with dining area, bar area, restroom. One exit at front and one exit in rear, kitchen and storage in rear. total square ft., 4,000


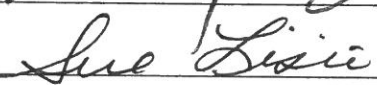
This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. **This license expires December 31, 2018** unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 30th day of October 2017.

The Hours during which Alcoholic Beverages may be sold are from 8:00 A.M. to 1:00 A.M. Monday through Saturday; 10:00 A.M. 1:00 A.M. on Sunday. LAST CALL 12:30 A.M. Vacate premises of all patrons & close no later than 1:00 A.M. Kitchen remains open for food service while alcoholic beverages are served.

THIS LICENSE IS CONDITIONAL UPON COMPLIANCE WITH ALL APPLICABLE STATUTES, LAWS, ORDINANCES BYLAWS, RULES AND REGULATIONS AS NOW IN EFFECT AND AS AMENDED.

THE BOARD OF SELECTMEN:

LICENSING BOARD

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that:

Glen Shepherd

CHERRY HILL ICE CREAM TOO

53 MAIN STREET

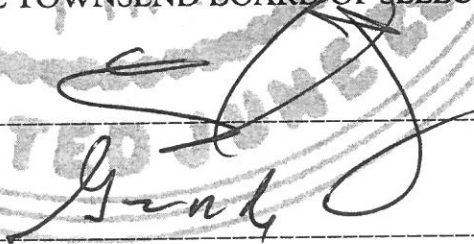
IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

in said Town of Townsend and at that place only and expires December 31, 2018 unless sooner suspended or revoked for violation of the laws of the Commonwealth respecting the licensing of common victuallers. This license is issued in conformity with the authority granted to the licensing authorities by General Laws, Chapter 140 and amendments thereto.

In Testimony Whereof, the undersigned have hereunto affixed their official signatures.

Date 10/30/17

THE TOWNSEND BOARD OF SELECTMEN





THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF TOWNSEND

This is to certify that: Mike Far Liang

GOURMET HOUSE, INC. dba PANDA WOK 18 MAIN STREET

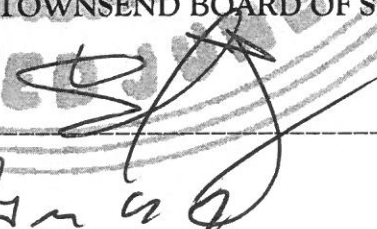
IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

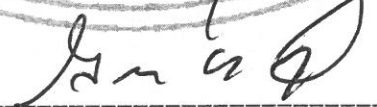
in said Town of Townsend and at that place only and expires December 31, 2018 unless sooner suspended or revoked for violation of the laws of the Commonwealth respecting the licensing of common victuallers. This license is issued in conformity with the authority granted to the licensing authorities by General Laws, Chapter 140 and amendments thereto.


In Testimony Whereof, the undersigned have hereunto affixed their official signatures.

Date: 10/30/17

THE TOWNSEND BOARD OF SELECTMEN









TOWN OF TOWNSEND
Highway Department
P.O. Box 621
12 Dudley Road
Townsend, Massachusetts 01469
(978) 597-1712

Application for Permit
To Cross, Alter and/or Construct Within a Town Way
Townsend General Bylaws Article II, Section 13

Date: 10/25/2017

Town of Townsend
Highway Superintendent
P.O. Box 621
Townsend, MA 01469

To Whom it May Concern:

The Undersigned UNITIL / MSR UTILITY MAINTENANCE CORP. (company name) hereby
applies for permission to: BETWEEN # 58 & 60 EMERY RD
INSTALL TEST STATION WITH ANODES in shoulder of RD

NO PAVEMENT TO BE BROKEN

A \$100.00 permitting fee is now required with all permit applications.

Start Date: 11/02/2017

Further, we agree that if the Town way has been disturbed, i.e., roadway, sidewalk, it will be returned to its original condition. When backfilling operations are required, it shall be constructed of successive layers not more than one (1) foot in depth, uniformly distributed and each layer thoroughly compacted. The Undersigned will notify the Highway Department when backfilling operations proceed. The Highway Superintendent or his/her Designee will be present during this operation.

UNITIL / MSR UTILITY MAINTENANCE CORP.

(Company Representative)

209 PLEASANT STREET

(Street Address)

DUNSTABLE, MA 01827

(City, State, Zip)

978-649-0002

(Telephone)

Approved/Disapproved: Highway Superintendent

James P. Smith

Date: 10/27/17

Approved/Disapproved: Board Of Selectmen

Date: _____



TOWN OF TOWNSEND
 Highway Department
 P.O. Box 621
 12 Dudley Road
 Townsend, Massachusetts 01469
 (978) 597-1712

Application for Permit
To Cross, Alter and/or Construct Within a Town Way
 Townsend General Bylaws Article II, Section 13

Date: 10/25/2017

Town of Townsend
 Highway Superintendent
 P.O. Box 621
 Townsend, MA 01469

To Whom it May Concern:

The Undersigned UNITIL / MSR UTILITY MAINTENANCE CORP. (company name) hereby
 applies for permission to: EMERY RD @ POLE #2979
INSTALL TEST STATION WITH ANODES IN SHOULDER OF RD
NO PERMIT TO BE BROKEN

A \$100.00 permitting fee is now required with all permit applications.

Start Date: 11/02/2017

Further, we agree that if the Town way has been disturbed, i.e., roadway, sidewalk, it will be returned to its original condition. When backfilling operations are required, it shall be constructed of successive layers not more than one (1) foot in depth, uniformly distributed and each layer thoroughly compacted. The Undersigned will notify the Highway Department when backfilling operations proceed. The Highway Superintendent or his/her Designee will be present during this operation.

UNITIL / MSR UTILITY MAINTENANCE CORP.

(Company Representative)

209 PLEASANT STREET

(Street Address)

DUNSTABLE, MA 01827

(City, State, Zip)

978-649-0002

(Telephone)

Approved/Disapproved: Highway Superintendent James A. Smith

Date: 10/27/17

Approved/Disapproved: Board Of Selectmen

Date: _____



TOWN OF TOWNSEND
Highway Department
P.O. Box 621
12 Dudley Road
Townsend, Massachusetts 01469
(978) 597-1712

Application for Permit
To Cross, Alter and/or Construct Within a Town Way
Townsend General Bylaws Article II, Section 13

Date: 10/25/2017

Town of Townsend
Highway Superintendent
P.O. Box 621
Townsend, MA 01469

To Whom it May Concern:

The Undersigned UNITIL / MSR UTILITY MAINTENANCE CORP. (company name) hereby
applies for permission to: EMERY RD @ POLE #2962

INSTALL TEST STATION WITH ANODES IN SHOULDER OF RD

NO PAVEMENT TO BE BROKEN

A \$100.00 permitting fee is now required with all permit applications.

Start Date: 11/02/2017

Further, we agree that if the Town way has been disturbed, i.e., roadway, sidewalk, it will be returned to its original condition. When backfilling operations are required, it shall be constructed of successive layers not more than one (1) foot in depth, uniformly distributed and each layer thoroughly compacted. The Undersigned will notify the Highway Department when backfilling operations proceed. The Highway Superintendent or his/her Designee will be present during this operation.

UNITIL / MSR UTILITY MAINTENANCE CORP.

(Company Representative)

209 PLEASANT STREET

(Street Address)

DUNSTABLE, MA 01827

(City, State, Zip)

978-649-0002

(Telephone)

Approved/Disapproved: Highway Superintendent

James A. Smith

Date: 10/27/17

Approved/Disapproved: Board Of Selectmen

Date: _____



TOWN OF TOWNSEND
Highway Department
P.O. Box 621
12 Dudley Road
Townsend, Massachusetts 01469
(978) 597-1712

Application for Permit
To Cross, Alter and/or Construct Within a Town Way
Townsend General Bylaws Article II, Section 13

Date: 10/25/2017

Town of Townsend
Highway Superintendent
P.O. Box 621
Townsend, MA 01469

To Whom it May Concern:

The Undersigned UNITIL / MSR UTILITY MAINTENANCE CORP. (company name) hereby
applies for permission to: EMERY RD @ POLE# 2974

INSTALL TEST STATION WITH ANODES IN SHOULDER OF ROAD

NO PAVEMENT TO BE BROKEN

A \$100.00 permitting fee is now required with all permit applications.

Start Date: 11/02/2017

Further, we agree that if the Town way has been disturbed, i.e., roadway, sidewalk, it will be returned to its original condition. When backfilling operations are required, it shall be constructed of successive layers not more than one (1) foot in depth, uniformly distributed and each layer thoroughly compacted. The Undersigned will notify the Highway Department when backfilling operations proceed. The Highway Superintendent or his/her Designee will be present during this operation.

UNITIL / MSR UTILITY MAINTENANCE CORP.

(Company Representative)

209 PLEASANT STREET

(Street Address)

DUNSTABLE, MA 01827

(City, State, Zip)

978-649-0002

(Telephone)

Approved/Disapproved: Highway Superintendent

James D Smith

Date: 10/27/17

Approved/Disapproved: Board Of Selectmen

Date: _____



TOWN OF TOWNSEND
Highway Department
P.O. Box 621
12 Dudley Road
Townsend, Massachusetts 01469
(978) 597-1712

Application for Permit
To Cross, Alter and/or Construct Within a Town Way
Townsend General Bylaws Article II, Section 13

Date: 10/25/2017

Town of Townsend
Highway Superintendent
P.O. Box 621
Townsend, MA 01469

To Whom it May Concern:

The Undersigned UNITIL / MSR UTILITY MAINTENANCE CORP. (company name) hereby
applies for permission to: EMERY RD @ SOUTH ROW
INSTALL TEST STATION WITH ANODES

A \$100.00 permitting fee is now required with all permit applications.

Start Date: 11/02/2017

Further, we agree that if the Town way has been disturbed, i.e., roadway, sidewalk, it will be returned to its original condition. When backfilling operations are required, it shall be constructed of successive layers not more than one (1) foot in depth, uniformly distributed and each layer thoroughly compacted. The Undersigned will notify the Highway Department when backfilling operations proceed. The Highway Superintendent or his/her Designee will be present during this operation.

UNITIL / MSR UTILITY MAINTENANCE CORP.

(Company Representative)

209 PLEASANT STREET

(Street Address)

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(City, State, Zip)

978-649-0002

(Telephone)

Approved/Disapproved: Highway Superintendent

James P. Smith

Date: 10/27/17

Approved/Disapproved: Board Of Selectmen

Date: _____

