

Board of Selectmen Meeting Minutes
03-30-2022, 6 p.m.

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| Preliminaries: | Board of Selectmen meeting called to order at 6:08 p.m. with Joe Shank, Chaz Sexton-Diranian and Veronica Kell present. Pledge of Allegiance recited. Announced that the meeting is being recorded and will be posted on YouTube (not on Channel 9 due to conflict with ZBA meeting). Addition of agenda item 4.3 to discuss missing files in the BOS office. |
| Appointments and Hearings: | None |
| Appointments of Personnel: | None |
| Meeting Business: | |
| One-Day liquor license | Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to approve a one-day liquor license for the Townsend VFW on April 3, 2022, from 12 noon to 7 p.m. Motion passed with all in favor. |
| Open and Close the ATM Warrant | Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to open the Annual Town Meeting (ATM) Warrant. Motion passed with all in favor. |
| | Ross Perry, interim Town Administrator, brought forward a request from a citizen the suggestion that the BOS add an article to the ATM warrant to see if the Treasurer/Collector publish a list annually of those that are behind in their property taxes and that the Town will accept a state law (MGL Ch.40 s.57) that prohibits the issuing of a permit to anyone that owes property tax and is not on a payment plan. Exemptions are hunting, fishing, dog licenses, etc. |
| | Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to add an article to the warrant to adopt MGL regarding warrants and back taxes as described. Motion passed with all in favor. |
| | Ross Perry will write up the article and add it to the warrant. |
| | Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to close the Annual Town Meeting (ATM) Warrant. Motion passed with all in favor. |
| Missing files in BOS office | Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to direct Town Counsel to send a letter to former employees inquiring as to where missing files (personnel; litigation) might be found and to advise that the former employees are legally bound to turn over any files that may be in their possession. If files are not found, then start an investigation. Motion passed with all in favor. |

R E C E I V E D
APR 29 2022

TOWN OF TOWNSEND
TOWN CLERK

Board of Selectmen Meeting Minutes

03-30-2022, 6 p.m.

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| Discussion of hiring of Administrative Assistant to BOS/TA | <p>Joe Shank recused himself from the discussion.</p> <p>Chaz Sexton-Diranian, Ross Perry, and Veronica Kell all in favor of offering position to Sabrina Moore. Two good candidates were interviewed. Sabrina was chosen for her municipal experience.</p> <p>Veronica and Ross will call references, prepare the offer letter, and Ross will let Sabrina know. Appointment will be at 4/5 meeting pending reference check, CORI, and pre-employment physical. Position is 40 hr. at Grade E/Step 2. The title is Selectmen Administrative Assistant.</p> |
| Discussion of Saturday's TA interview process | <p>Chaz will make active the list of questions we used for the interim TA interviews.</p> <p>Ross will provide some questions.</p> <p>Two interviews are scheduled for Saturday morning, April 2, and a third interview will be held Monday evening, April 4.</p> |
| Town Administrator Update and Report-Union negotiations: | <p>Ross reported:</p> <ul style="list-style-type: none">- Water Dept hybrid Fusion is available for town hall employees to use.- There is a 0% increase for employee health insurance for FY23, and a 250/750 individual/family deductible will be in effect. Dental and Vision are now through Blue Cross Blue Shield.- There is currently a \$174,000 budget deficit- The election warrant includes a \$350,000 Prop 2 1/2 override question- There will be a pre-town meeting on Wednesday, April 20, at 7:00 p.m., to review the Annual Town Meeting warrant and the budget with the community.- Possibility of Internship with Town Administrator for Harrison Mayotte. |
| Next Meeting | <p>April 5, 2022, at 6 p.m.</p> |
| Executive Session | <p>none</p> |
| Adjournment | <p>Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to adjourn at 7:01 p.m. Motion passed with all in favor.</p> <p>Recording of meeting found at: https://www.youtube.com/watch?v=kBYq85Z-fCU</p> |



OFFICE OF THE BOARD OF SELECTMEN

Veronica Kell, *Chairman*
Joseph Shank, *Vice Chairman*
Chaz Sexton-Diranian, *Clerk*

SELECTMEN'S MEETING AGENDA FOR MARCH 30, 2022, AT 6:00 P.M.

SELECTMEN'S CHAMBERS, 272 MAIN STREET, TOWNSEND, MA.

And Via ZOOM for convenience

Join Zoom Meeting

<https://us02web.zoom.us/j/87923245616?pwd=VUJMNmszbm9UcWYxQUpESllkSGkrZz09>

Meeting ID: 879 2324 5616

Passcode: 604289

One tap mobile

+13126266799,,87923245616#,,,*604289# US (Chicago)

+19292056099,,87923245616#,,,*604289# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Find your local number: <https://us02web.zoom.us/j/87923245616?pwd=VUJMNmszbm9UcWYxQUpESllkSGkrZz09>

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.

1.4 Chairman's Additions or Deletions.

II. APPOINTMENTS AND HEARINGS - VOTES MAY BE TAKEN:

none

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

none

IV. MEETING BUSINESS - VOTES MAY BE TAKEN:

4.1 Discuss/Vote one-day liquor license for the Townsend VFW on April 3, 2022

4.2 Vote to Open and Close the ATM warrant

V. WORK SESSION - VOTES MAY BE TAKEN:

5.1 Discussion of process for admin asst to BOS/TA new hire

5.2 Next meeting - 4/5/2022, 6 pm.

VI. EXECUTIVE SESSION - VOTES MAY BE TAKEN:

none

VII. ADJOURNMENT:



TOWN OF TOWNSEND
One-day Special License Application Form
(M.G.L. Chapter 138, Section 1)

NATALIE CALL

Name of Responsible Person/License Holder PO BOX 207

491 MAIN ST W. TOWNSEND, MA 01474
Name/Address of Event Premises

4-3-22 12 PM - 7 PM
Date of Event Hours of Event

BAPTISM CELEBRATION
Type of Event/Sponsors

Number of people expected at event: 100

Police Detail Required: YES [] NO [☒] (Please consult with Licensing Agent)

Type of Beverages to be served: All Alcoholic [☒] Wine & Malt only []

GIRARDI
Name of licensed wholesaler

Servers trained in serving and handling alcohol: YES [☒] NO []

By signing below I certify that I am in receipt of the Town of Townsend Alcohol Beverages Policy and agree to the terms and conditions set forth under section V. - One-day Special Liquor Licenses.

[Signature]
Signature of License Holder
FOR NATALIE CALL

3-15-22
Date

Date Application Received: 3-15-22

Date sent to licensing Agent for review: 3-16-22

7-8-2022 520 - PD 3/16/22

ARTICLES X:

To see if the Town will vote to adopt Mass General Law Chapter 40 Section 57 to the licensing authorities to deny any application for, or revoke or suspend a building permit, or any local license or permit including renewals and transfers issued by any board, officer, department for any person, corporation or business enterprise, who has neglected or refused to pay any local taxes, fees, assessments, betterments or any other municipal charges, including amounts assessed under the provisions of section twenty-one D or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate whose owner has neglected or refused to pay any local taxes, fees, assessments, betterments or any other municipal charges.

Submitted By: Select Board

Description: The Treasurer/collector shall periodically or at least annually furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.