



## OFFICE OF THE BOARD OF SELECTMEN

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

### SELECTMEN'S MEETING AGENDA FOR July 20, 2021, AT 6:00 P.M.

TCAM Inc. is inviting you to a scheduled Zoom meeting.

RECEIVED  
SEP 22 2022  
TOWN OF TOWNSEND  
TOWN CLERK

#### I. PRELIMINARIES – VOTES MAY BE TAKEN:

##### 1.1 Call the meeting to order and roll call.

*Meeting was called to order at 6:06 p.m. with Chaz Sexton-Diranian (CSD), Joe Shank (JS) attending remotely, and Veronica Kell (VK) present.*

##### 1.2 Pledge of Allegiance

*Recited*

##### 1.3 Announce the meeting is being tape recorded.

*Announced recording and that the meeting will be posted on YouTube, and is live on Channel 9.*

##### 1.4 Chairman's Additions or Deletions.

*Added 4.6 Elevator telephone.*

##### 1.5 Public Comment Period

*Joan Savoy states that one chair of a town committee is stating that TCAM is not providing the board with zoom links. BOS will take that under advisement.*

##### 1.6 Review/Approve the meeting minutes for June 2, 2021, July 9, 2021, July 16, 2021.

*Moved to next meeting.*

#### II. APPOINTMENTS AND HEARINGS – VOTES MAY BE TAKEN:

##### 2.1 (6:15) Meeting with Highway Department to discuss funding of Greenville Road Bridge.

*Cost of bridge will be about 1 million dollars over and above \$500K grant from municipal small bridge program.*

*Some Ch 90 funds could be used, but not all.*

*Talk to accountants and to assessors re: borrowing capacity.*

*Put on 7/27 for further discussion.*

##### 2.2. (7:00) Meeting with the Board of Water Commissioners to discuss PFAS Treatment.

*Dave Vigeant, Water Superintendent, and Todd Melanson, Board of Water Commissioners Chairman, described the steps being taken to deal with the PFAS crisis and the need to build a treatment plant.*

*In the meantime, the Cross St well is online and the new Main St well will be online in Spring 2022, and the Harbor Trace well will be dropped. Right now Harbor Trace is being pumped about 4 hours/week.*

*There was also a comprehensive leak detection program this Spring.*

*They also described the borrowing process that DEP has in place for towns to borrow funds for the Harbor Trace treatment plant that is necessary due to the PFAS situation at Harbor Trace. Funding will be available starting in August 2021. The hope is to break ground for the treatment plant by late 2022/early 2023 and be up and running within a year..*





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*The Board of Water Commissioners has voted to go forward for the funding with the treatment plant. They asked for BOS support to vote to move forward with grants and funding for the treatment plant.*

*This is the last page (page 10) of the Tighe and Bond document. A formal vote of the BOS is needed.*

*The BOS needs to vote to formally go forward with the treatment plant for Harbor Trace and Witches Brook.*

*Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to support the Water Department to move forward with the MassDEP pilot study proposal preparation for August 2021.*

*Vote: All in favor; Unanimous.*

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

*Resignation of Kim Gilberti from the Flag Committee was announced. This leaves an opening on that committee. There is a volunteer response form from Natalie Call.*

*Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to appoint Natalie Call to the Flag Committee for a term of three years expiring April 2024.*

*Vote: All in favor; Unanimous.*

*It was announced that a few volunteer forms for the Flag Committee have been received, and the BOS encourages these individuals to look at the other committees that need volunteers.*

*The Commission on Disabilities is in need of volunteers.*

### IV. MEETING BUSINESS - VOTES MAY BE TAKEN:

#### 4.1 Notice of Grant Receipt for Fire/EMS Equipment

*Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to accept the Fire/EMS grant for ultrasound equipment and the software for Fire/EMS equipment.*

*The grant is \$7000 for ultrasound equipment. And the department will need to renew the sw in 3 years.*

*Vote: All in favor; Unanimous.*

#### 4.2 Discussion of Minimum Wage adoption and the Collins scale.

*Minimum wage in MA is \$13.50. Grade A step 3 is 13.53.*

*Municipalities are not required to pay minimum wage.*

*Do we want to adopt Grade A step 3 as our starting wage? This mostly affects summer and temporary appointments that start at Grade A step 1.*

*Consider this for next budget period.*

#### 4.3 Discussion of Pest Management Contract.

*Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to award the contract for pest management to Montachusett Pest Control.*

*Vote: All in favor; Unanimous.*

#### 4.4 Discussion of Landscaping Contract..

*Currently, JB Turf does the weeds and there is also a mowing contract.*





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*The mowing contract needs to go through the procurement process - 3 quotes need to be received.*

*Moved to next meeting (7/27) to allow for time to get quotes for mowing and for JBTurf if needed.*

### 4.5 Discussion/vote to open Town Hall on Tuesday evenings, 6-8 p.m., with a designated start date

*Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to stay open at Town Hall on Tuesday evenings from 4-6 p.m. beginning August 3rd.*

*Vote: All in favor; Unanimous.*

*Further conversation to open on Fridays at 8 am and close at noon in the Fall.*

### 4.6 Discussion of elevator telephone.

*Motion was made by Joe Shank and seconded by Chaz Sexton-Diranian to sign the contract to have the Stanley telephone installed in the elevator.*

*It is \$685.*

*Vote: All in favor; Unanimous.*

## V. WORK SESSION – VOTES MAY BE TAKEN:

### 5.1 Town Administration Updates and Reports.

- Cares Act (CvRF-MP) funding update - *next meeting*
- Conservation Agent and Administrative Assistant update

*An offer letter was sent to the agent. Hoping for a response by Friday.*

*Interviews for the Administrative Assistant will be held on Thursday morning.*

*On-boarding will need to be discussed for both candidates.*

### 5.2 Reports from Board liaisons

*Conservation Commission - Wild & Scenic grant site walk done; project will be heard by ConsCom on Aug 11.*

*Water Department is doing a lot of good things.*

*Housing Authority will meet on Thursday.*

### 5.3 Announcements, Communications, etc.

*Resignation of Marcy Furlong at Police Station.*

*ZBA decision on Common Driveways on Warren Rd.*

*Forest Carbon marketing from MA Audobon and MA DEP.*

*Green Communities Grant was awarded to the Town for \$163,576 (thank you to Energy Committee).*

### 5.4 Next meetings - Monday, July 26, at noon, Tuesday, July 27, at 6 p.m., Thursday, July 29, at 6:30 (interim TA interviews first starting at 6:40).

### 5.5 Review and sign payroll and bills payable warrants out of session.

*Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to sign payroll and bills payable warrants out of session.*

*Vote: All in favor; Unanimous.*

## VI: EXECUTIVE SESSION – VOTES MAY BE TAKEN:





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*Motion was made by Chaz Sexton-Diranian and seconded by Joe Shank to enter Executive Session pursuant to GL c 30A, s 21(a)(4) to discuss the deployment of security personnel or equipment or strategies with respect thereto re: Guardian IT and not return to open session.*

*Vote: All in favor; Unanimous.*

### VII. ADJOURNMENT:

*Motion was made by Joe Shank and seconded by Chaz Sexton-Diranian to adjourn the meeting at 8:42 p.m. from executive session.*

*Vote: All in favor; Unanimous.*

*For additional information see*

<https://www.youtube.com/watch?v=O2C1oeNORTU&list=PLQpCwUSpXeCa-inxdzK0jQMgEx3wCFBbE&index=44>

