



OFFICE OF THE BOARD OF SELECTMEN

Chaz Sexton-Diranian, *Chairman*

Veronica Kell, *Vice Chairman*

Theresa A. Morse, *Clerk*

R. Eric Slagle, Town Administrator

RECEIVED
MAY 17 2023

TOWN OF TOWNSEND
TOWN CLERK

Topic: Board of Selectmen

Time: April 11, 2023 18:00 Eastern Time (US and Canada)

I. PRELIMINARIES:

1.1 Call the meeting to order and roll call.

1.2 Pledge of Allegiance

1.3 Announce the meeting is being recorded.

1.4 Chairman's Additions or Deletions.

1.5 Review/Approve the meeting minutes for 3/28/2023

Board of Selectmen meeting called to order at 6:06 p.m. with Chaz Sexton-Diranian present in person and Veronica Kell present in person, Theresa Morse present in person.

Pledge of Allegiance recited.

Chaz Sexton-Diranian announced that the meeting is being recorded, is live on channel 9 and will be on the Town's YouTube channel afterwards with a short recess and rejoined in the Memorial Hall at 7PM.

Additions: 3.2 Discussion and appoint two members to the TAHT, 3.3 to appoint the member, 3.4 Two Appointments for the Police Department.

Deletions: 3/28/23 (moved to 4/18/23 agenda).

Motion was made by Theresa Morse and seconded Veronica Kell to move the approval of meeting minutes for 3/28/23 to the 4/18/2023 agenda. Motion was passed with all in favor unanimously.

II. APPOINTMENTS AND HEARINGS:

2.1 (7:00) Public Meeting on Budget and Warrant for Annual Town Meeting (Great Hall)

None

III. APPOINTMENTS OF OFFICIALS/PERSONNEL:

3.1 Appoint Katie Kazanjian as Asst. Town Accountant

Motion was made by Theresa Morse and seconded by Veronica Kell to appoint Katie Kazanjian as Assistant Town Accountant. Motion was passed with all in favor unanimously. R. Eric Slagle explained she was hired as the Full Time Assistant Town Accountant in the office and changes to the Marcum contract for FY24 were made allowing for a combination of Trainee and Marcum contract which is equivalent to what was paid before. That way Marcum will train Katie Kazanjian as part of their duties.

3.2 Discussion and appoint member to the TAHT

Veronica Kell will resign as the Selectboard representative of the Townsend Affordable Housing Trust (TAHT). Chaz Sexton-Diranian reached out to the Ethics Commission to clear up that there is no conflict of interest as he is also the State Representative for Housing. No meetings will be held until 4/25/23 together for the TAHT.

3.3 Appoint members to the THAT

Motion was made by Theresa Morse and seconded by Chaz Sexton-Diranian to appoint Chaz Sexton-Diranian as the Selectboard Representative to the Townsend Affordable Housing Trust effective April 18, 2023. Motion was passed with all in favor unanimously.

Motion was made by Theresa Morse and seconded by Chaz Sexton-Diranian to appoint Veronica Kell as a member of the Townsend Affordable Housing Trust effective April 18, 2023 term to expire 04/30/2025. Motion was passed with all in favor unanimously.

3.4 Two Appointments for the Police Department.

Motion was made by Theresa Morse and seconded by Chaz Sexton-Diranian to appoint David Phillips to the rank of Sergeant effective April 16, 2023. Motion was passed with all in favor unanimously.

Motion was made by Theresa Morse and seconded by Veronica Kell to appoint Jeffrey Giles to the rank of Sergeant effective April 16, 2023. Motion was passed with all in favor unanimously.

IV. MEETING BUSINESS:
4.1 Review and Finalize STM and ATM Warrants

Special Town Meeting Warrant:

Final numbers for snow and ice came in. The price of salt doubled from FY22 to FY23. A lot of treatment events instead of push events happened, the number is \$262,131.00
Nothing new on the other articles.

Article 2 has been amended with exact number for the Peg Recreation budget can pay the salaries of everyone – Theresa wants to know for Special Town Meeting.

4.2 Review and Finalize FY24 Budget for ATM

Annual Town Meeting:

Article 4: new several small Revolving Funds for Police Department.
Article 11 is Article 10, since Stabilization fund was removed. The question came up if the override fails, can the article for Capital Stabilization be revisit, if cuts have to be made in operating budget. Conclusion was that this wouldn't be anticipated.

Article 6: 21/2 override

Article 7: Free Cash Transfer

Article 8: regular scheduled article

Article 9: Water Enterprise budget

Article 10: Additional borrowing for the PFAS Treatment Plant (dropped by 1.5 MIO dollars, based on bidding that has come in. David Vigeant spoke up and added that it changed from 5.6 to 6.1. R. Eric Slagle will amend the numbers to 6.1

Article 11: Recommendation from Capital Finance Committee

Article 12: Ambulance

Article 13: 3 Quarters – Veronica Kell wants this to be adjusted after 4th quarter receipts are in Ambulance

Article 14: 300th Anniversary

Article 15: 8K for Assessor

Article 16: Energy Aggregation

Article 17: 2 minor changes to Town Meeting Bylaw, quorum from 75 to 50, date for warrant articles submission to first of April- from the first of March

Article 18: Community Preservation Act, the motion will include the rate and proposed exemptions. R. Eric Slagle will contact the CPA Coalition for handout material for Earth Day.

Article 19: Bylaw for the Townsend Affordable Housing Trust drafted by Town Counsel.

Article 20: Acceptance of Harbor Trace Road and Cooperage Way, Joint Planning Board meeting on the 18th contingent on the water treatment plant being built. Coppersmith and Penny Lane will be addressed in FY24. Highway has it on the list for acceptance end of FY24.

Budget

Line 20 MART estimate needs to be confirmed with BRUNO – bids for insurance only have one entity. Delta between 25K and 9K to pay for insurance cost. No change recommended now. Cost for Town Report printing went up and BOS Professional Services increased, line 13 should be \$5500 and line 14 \$3500 . Several reports over the year, dam report, increase line 14, line 20 will be left at 25k, unless another proposal comes in for insurance. Line 162 and 163, the plan is for a Full Time Conservation Agent and Land Use Coordinator position to be filled by current Conservation agent as she has applied and was considered, but not appointed yet. The current Conservation Administrative Assistant will then move up to Conservation agent.

Grant Admin position will be 19.5 hours including 10 hours Housing Authority and Housing Trust Admin sitting in the Land Use Office, that is why there is a decrease in the position, because it went from 10 hours to 9.5 hours. There is an Animal Inspector increase and change in the description and plans are to bring in the person from Ashby to handle it. When the budget gets printed increase columns, so numbers are all on one line. Line 700 decrease Recreation Department Head, 8% increase on the line instead of a 4%. Records were reviewed and that was in line. Longevity means after 5 years you get 500 dollars, 10 years is 800 dollars, 15 years 1100 dollars, 20 years is 1500 dollars. A line is kept in every budget for anticipated people receiving longevity. Council on Aging had one position with no longevity transferred, that was corrected. The health insurance rates from MIIA received, are in budget but nothing for General Liability received yet. Longevity is for the Assistant Administrator in the Accounting office.

4.3 Review and Vote on NEMLEC Agreement

Motion was made by Theresa Morse and seconded by Veronica Kell to authorize the Town Administrator to sign the NEMLEC Agreement. Motion was passed with all in favor unanimously.

Motion to recess to the Great Hall at 6.56PM was made by Theresa Morse and seconded by Veronica Kell. Motion was passed with all in favor unanimously.

Chaz Sexton-Diranian opened the meeting at 7:11PM in the Memorial Hall and announced that the meeting was being recorded and live on channel 9. Veronica Kell, Theresa Morse and Chaz Sexton-Diranian were present in person. Chaz Sexton-Diranian explained that the budget had been a work in progress since September last year including school administration meetings as the Town and Schools are in this together. There has been transparency about what the Town can and can't afford. This budget presentation of the Town reflected what the Town can afford. It is proposed to put money into the roads and services in Town as well as development and housing production is needed. Chaz Sexton-Diranian proceeded to thank all the departments and Selectboard for all their hard work. Chaz Sexton-Diranian pointed out that questions are free to be asked but this presentation is not a place to debate warrant articles as this is what the Town Meeting is for.

The previous Special Town Meeting warrants were dissolved, and one Special Town Meeting Warrant was created. For both the Special Town Meeting Warrant and Annual Town Meeting Warrant Chaz Sexton-Diranian read the articles into record, while the presentation ran on the big screen displaying the warrant articles and in addition each article that required more explanation were explained by the Board including corrections and adjustments made. R. Eric Slagle explained the Town budget. Questions were able to be asked and answered.

Motion was made by Theresa Morse and seconded by Chaz Sexton-Diranian to review and sign payroll and bills payable warrants out of session. Motion passed with all in favor.

Motion was made by Theresa Morse and seconded Veronica Kell to recess back to the Selectmen Chambers and reconvened in Selectman Chambers.

Motion was made by Theresa Morse and seconded by Veronica Kell to approve the Special Town Meeting Warrant as written. Motion was passed with all in favor unanimously.

Motion was made by Theresa Morse and seconded by Veronica Kell to approve the Annual Town Meeting Warrant as written. Discussion: Under functional segment the heading needs to say FY23 and FY24, some of the numbers need to be changed, Chaz Sexton-Diranian will make the changes on the slides and R. Eric Slagle will make the changes on the articles. Article 11 talked about the Capital Plan and one-time item under 10K the Board wanted to keep that as a one-time item. Motion was passed with all in favor unanimously. R. Eric Slagle will check on grants in conjunction with the truck purchase for facilities.

Motion was made by Theresa Morse and seconded by Veronica Kell to review and sign payroll and bills payable warrants out of session. Motion was passed with all in favor unanimously.

V. ADJOURNMENT:

Motion was made by Theresa Morse and seconded by Veronica Kell to adjourn at 9:20 p.m. Motion was passed with all in favor unanimously.

Recording of meeting found at:

<https://www.youtube.com/watch?v=TrTughGDSDw&list=PLQpCwUSpXcCa-inxdzK0jQMgEx3wCFBbE&index=3&t=3238s>

Minutes submitted by Sabrina Moore on 05/16/2023 .

