



OFFICE OF THE SELECTBOARD
272 Main Street Townsend Massachusetts 01469



Chaz Sexton-Diranian, *Chairman*

Joseph Z. Shank, *Vice Chairman*

Theresa A. Morse, *Clerk*

R. Eric Slagle, Town Administrator

Sabrina Moore, Administrative Assistant

Topic: Selectboard

Time: June 8, 2023 18:00 Eastern Time {US and Canada}

RECEIVED
JUL 26 2023

TOWN OF TOWNSEND
TOWN CLERK

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 and uploaded to YouTube.

1.4 Chairman's Additions or Deletions.

1.5 Review/Approve the meeting minutes for: 04/18/2023, 05/02/2023.

Board of Selectmen meeting called to order at 6:02 p.m. with Chaz Sexton-Diranian in person and Joseph Z. Shank in person, Theresa A. Morse not present. It was announced that Theresa A. Morse may join later.
Pledge of Allegiance recited.

Chaz Sexton-Diranian announced that the meeting is being recorded, not able to go live on channel 9 due to the storm earlier in the week causing electrical problems and will be on the Town's YouTube channel afterwards. A future broadcast will be put on. The meeting was moved from Tuesday 6/6/2023 to tonight because there was a function at the Fire station the Board of Selectmen attended.

Additions: None.

Deletions: 4.9 Discuss/Approve Spaulding Lease.

Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to approve meeting minutes of 04/18/23. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes.

Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to approve meeting minutes of 05/02/23. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes.

II. APPOINTMENTS AND HEARINGS:

2.1 (6:30) Application for a One-day Special License (Liquor) by Tavern 13 for 07/13/2023.

2.2 (6:30) Application for a One-day Special License (Liquor) by Tavern 13 for 10/28/2023.

The Board requested to have a schematic and descriptive narrative provided prior to the event to define the contained service area.

Motion was made by Joseph Shank and seconded by Chaz Sexton-Diranian to approve the Liquor License for 7/13/23 5PM-8PM for an event called Summer Nights Market and for 10/28/23 Spooktacular for Tavern 13 proprietor Amanda Morse. Wyatt Lafferty from Tavern 13 joined late remotely. The Board informed Wyatt Lafferty that before issuing the license, a map of where the alcohol will be served outlining the contained area must be provided. Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes, Theresa A. Morse yes.

III. APPOINTMENTS OF OFFICIALS/PERSONNEL:

3.1 Appoint Lorraine Farmer as per diem van driver for the Townsend Senior Center.

Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to appoint Lorraine Farmer as per diem van driver for the Townsend Senior Center. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes.

3.2 Re-Appoint George Sullivan, Carol Hoffses and Emaline Hoff to the Open Space and Recreation Committee for a term to expire on June 30, 2024.

Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to re-appoint George Sullivan, Carol Hoffses and Emaline Hoff to the Open Space and Recreation Committee for a term to expire on June 30, 2024. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes.

3.3 Re-appoint Donna Lynn Pinkerton, Judith Poudrier to the COA for a term to expire June 30, 2026.	Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to re-appoint Donna Lynn Pinkerton and Judith Poudrier to the Council on Aging for a term to expire June 30, 2026. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes.
3.4 Appoint Anthony Barbati as associate member to the Zoning Board of Appeals with a term to expire June 30, 2024.	Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to appoint Anthony Barbati as associate member to the Zoning Board of Appeals with a term to expire June 30, 2024. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes.
3.5 Appoint Colin Rose to the Recycling Committee for a term to expire June 30, 2024.	Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to appoint Colin Rose to the Recycling Committee for a term to expire June 30, 2024. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes.
3.6 Promotion of Officers of the Fire Department	<p>A fallen firefighter memorial and pinning ceremony was held, and the Board of Selectmen attended. Arthur "Buster" Borneman was honored. Chaz Sexton-Diranian thanked the Fire Department and Fire Chief Gary Shepherd for everything they have done.</p> <p>Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian for promotion of officers of the Fire department as follows: to appoint Brett King to On-Call – Deputy Chief, to appoint Ronald Petrucci to Full Time – Captain, to appoint Derek Maskalenko to On-Call – Captain, to appoint Cameron Milewski to Full Time – Lieutenant, to appoint Greg Galeota to On-Call – Lieutenant, to appoint David Stevens to On-Call – Lieutenant, to appoint Kevin Pena to On-Call – Lieutenant. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes.</p>
3.7 Appoint members of the Fire Department for a one-year term to expire June 30, 2024 as listed in the agenda	<p>Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to appoint members of the Fire Department for a one-year term to expire June 30, 2024 as listed in the agenda. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes.</p> <p>Theresa A. Morse joined remotely with technical difficulties at 6:14PM. Theresa A. Morse voted to the affirmative to the motions previously made for 3.6 and 3.7.</p>
IV. MEETING BUSINESS:	
4.1 Review/Approve Municipal Funds Transfers	<p>Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to transfer funds from 001-01-122-5114 Grant Administrator \$5,000.00 to 001-01-122-5780 BOS other expenses. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes. Theresa A. Morse lost connection at 6:17PM.</p> <p>Motion was made by Joseph Shank and seconded by Chaz Sexton-Diranian to transfer funds from Police Lt. Wages \$10,000.00 to Police Training Expenses. Roll call vote Chaz Sexton-Diranian yes and Joseph Z. Shank yes.</p> <p>Motion was made by Joseph Z. Shank seconded by Chaz Sexton-Diranian to transfer funds from the Tax Collector other services \$7,700.00 and from Tax Collector Communication \$4,300.00 to Treasurer/Collector Wages. Discussion: In the FY23 budget it was known, that this would fall short, the transfer will adjust it. Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes, Theresa A. Morse yes.</p> <p>Motion was made by Joseph Z. Shank seconded by Chaz Sexton-Diranian to transfer funds from Land Use Coordinator salary \$25,000.00 to Accountant salary. Discussion: This was used to cover Katie Kazanjian's salary for the remainder of the Fiscal Year as there was no Land Use Coordinator. Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes, Theresa A. Morse yes.</p>
4.2 Review/Approve Reserve Fund Transfer	R. Eric Slagle explained that these accounts were identified as being in minus, but the MIS account also needed a transfer. The new switch, had to be replaced as it was

	<p>damaged through the lighting storm increased cost. Possibly insurance could pay for it, R. Eric Slagle will check with the insurance.</p> <p>The Board did not need to approve Reserve Fund Transfers, since the Finance Committee does this.</p> <p>Two reasons for Reserve Fund Transfer:</p> <ol style="list-style-type: none"> 1. Cover Dam Inspection, the Board already approved the entry to the contract, but the Town Administrator was not sure if it could be finished and invoiced by the end of the Fiscal Year. 2. Cover increased cost for the Patriot Server. The software package on the Assessor's office Patriot Server needed an upgrade.
4.3 Discuss Solar at the Landfill	<p>The Town Administrator was approached via phone by a company that had already met with the Board of Health regarding the potential Solar at the Landfill. The Board of Health had referred them to the Town Administrator. They believe there was a potential to add ground mounted solar at the landfill. The reason why not liable thus far was because of the lack of 3-phase power from Route 119 up to the area. Possible infrastructure grants or some other non-Town funds would be able to provide the infrastructure needed. The company would prepare the application and the Board would review and sign it. The benefit to the town would be the income from the lease. The Board noted the Board of Health concern about not being part of the conversation. The Board of Selectmen's goal was to get 3-phase power question answered and see how the company could help with that. Once the Board of Selectmen has cleared up where the 3-phase power idea was going, a joint meeting with the Board of Health could be held to have everyone on the same page. The Board of Selectmen agreed to have the company in the first July meeting to discuss 3-phase power.</p>
4.4 Discuss entering contract for Natural Gas	<p>Natural gas is currently used in some of the Municipal Buildings. A company approached the Town to check if cheaper rates can be offered. The Board gave permission for R. Eric Slagle to reach out to the company.</p>
4.5 Discuss appointment of BOS representative to MJTC	<p>Motion was made by Joseph Z. Shank and seconded by Theresa A. Morse to put Chaz Sexton-Diranian as MJTC Board of Selectmen Representative. Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes, Theresa A. Morse yes.</p>
4.6 Discuss Kids' Kountry Playground Fundraiser proposal	<p>Email from Amy Harrington read into record by Chaz Sexton-Diranian. Amy Harrington was present at the meeting and spoke at the table. She asked to have the street closed for the event. Money will be raised by charging the food trucks \$100 for setup and \$30 per vendor and crafter. Amy Harrington had reached out to the Board of Health already and trucks that are not covered may obtain a one-day license. Roger Rapoza, who oversees booking out the common okayed the event.</p> <p>Motion was made by Joseph Shank and seconded by Theresa Morse to allow a road closing for the Brookline St that borders the Town Common for September 30, 2023 between the hours of 11AM-4PM and to amend the Motion from 10AM-4PM and add a rain date of Oct 1, 2023. Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes, Theresa A. Morse yes.</p>
4.7 Review/Approve surplus request from Town Clerk	<p>Motion was made by Joseph Shank and seconded by Theresa Morse to approve the surplus request of the Town clerk for the old metal voting booths. Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes, Theresa A. Morse yes.</p>
4.8 Review/Approve Revolving Fund Overages	<p>Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to approve the increase revolving fund overages for Recreation Department and Board of Health for \$10,000.00 each. FY 24 were already voted on, but for FY 25 higher amounts will be brought in for their own funds. Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes, Theresa A. Morse yes.</p>
4.9 Discuss/Approve Spaulding Lease	4.9 Deleted

4.10 Discuss/Approve Conservation
Commission Fee Schedule

Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to approve the Conservation Commission fee schedule change. Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes, Theresa A. Morse yes.

4.11 Discuss/Approve 268A Section
20(d) Disclosures for Joe Shank

Joseph Z. Shank recused himself.

Joseph Z. Shank was required to file the disclosures as part of being elected to the Board of Selectmen. The State Ethics Commission was consulted. Joseph Z. Shank was considered a special municipal employee and the Board needed to vote to accept the disclosures. Joseph Z. Shank was not currently under contract with the Townsend Police Department. This was for tow contracts and repair of municipal vehicles. This was a disclosure to the Board of Selectmen and the State. Copies went to the Board of Selectmen, Joseph Z. Shank and official copies to the Clerk's office.

Motion was made by Theresa A. Morse and seconded by Chaz Sexton-Diranian to accept the disclosures presented by Joseph Shank to the Board of Selectmen. Roll call vote Chaz Sexton-Diranian yes, Theresa A. Morse yes. Joseph Z. Shank abstained. Chaz Sexton-Diranian signed the disclosures.

V. WORK SESSION:
5.0 ARPA Projects

Monthly ARPA reports will also go to the Selectmen going forward. R. Eric Slagle was to contact Roger Rapoza for any additional funding for the gazebo. A 12x8 adjustable height staging to be placed adjacent to the bandstand was found and a quote was given. This may be paid for by left over ARPA money from the 10K or a trust fund for concerts in the Cemetery and Parks Department. The bunting has arrived and will be put up for the 4th of July.

R. Eric Slagle proposed to the Board another project. The one overnight cleaner for the Library/Senior Center and addition is struggling. Thoughts were given by Karin Canfield Moore and Stacy Schuttler and a proposal expressed to R. Eric Slagle to hire a day cleaner for onsite cleaning funded through ARPA and then next budget cycle will be rolled into the budget as a part time non-benefitted employee. This person would be working directly with Karin Canfield Moore and Stacy Schuttler. The Board okayed for R. Eric Slagle to come back with an allocation form on 06/20/2023 for the Board to vote on.

5.1 Town Administrator Updates and
Reports

- Eric Chartrand, Building Commissioner has given his notice and is moving on to Westminster, MA. R. Eric Slagle will post as soon as possible.
- Laurie Dell'Olio Town Accountant has given her notice and is no longer working for Marcum. R. Eric Slagle will try to get someone else onsite from Marcum.
- Notification received from the Solar Company regarding the Solar Canopies for Police and Library. Unitil already signed off on the proposal.
- Motion needed for R. Eric Slagle to apply for a net metering public ID, needed for Solar Canopies.
- Motion was made by Joseph Z. Shank and seconded by Theresa A. Morse for the Town Administrator to get the net metering public ID. Roll call vote Chaz Sexton-Diranian yes, Theresa A. Morse yes. Joseph Z. Shank yes.
- Motion was made by Joseph Z. Shank and seconded by Theresa A. Morse to authorize the Town Administrator to sign the agreement with Unitil. Roll call vote Chaz Sexton-Diranian yes, Theresa A. Morse yes. Joseph Z. Shank yes.
- Full-time employee of the Library Bradley Sherwood was hired back in December. Because the Library was not unionized, they followed the Personnel Policies by which one will get one week vacation after being full time employed for 6 months. Bradley Sherwood's 6 months drop right in the middle of June and it was not possible to use the vacation time by the end of June without losing it.
- Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to allow Bradley Sherwood to roll over one week vacation. Roll

call vote Chaz Sexton-Diranian yes, Theresa A. Morse yes. Joseph Z. Shank yes.

- Meeting with Montachusett Pest Control on 6/8/23 was successful and an amended contract was submitted.
- Motion was made by Joseph Z. Shank and seconded by Chaz Sexton-Diranian to sign the amended contract with Montachusett Pest Control. Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes. Theresa A. Morse lost connection.
- Spaulding Lease proposed language was added. R. Eric Slagle read into record. Little league is planning a revamping of the entire field. Three fields instead of two that are there now all surrounded by fencing. No banners on the outfield fence so teachers can see what is going on. No public access during school hours. The Little League, R. Eric Slagle and the Board were okay with this. R. Eric Slagle will send the draft back to the Schools and add the Summer Program language back into the draft, as it was removed.
- A Charter clause stated that every 5 years on years that end with 3 and 8, the Town should have a Bylaw Review Committee. R. Eric Slagle suggestion was to break it up into the Zoning Bylaw as one section and rest of General Bylaw as another. Zoning Bylaw will be sent to ZBA and Planning Board and then the separate committee set up to look at the General Bylaws. Charter never got out of the State phase. The State Representative was missing for a while, now Margaret Scarsdale is moving things forward. DHCD changed offices, this has been holding things up. Chaz Sexton-Diranian was working on finding out where to get the signatures for the applications for affordable housing. R. Eric Slagle proposed to vote on 06/20/2023 on a specific set of people for the Bylaw Review Committee. R. Eric Slagle was directed by the Board to reach out to Boards, Committees and Department Heads for Volunteers.

5.2 Reports from Board liaisons

5.2.1 General Government

General Government: Energy Committee had a meeting, and the uses of grant funds were discussed.

5.2.2 Elected Boards

Elected Boards: Chaz Sexton-Diranian reached out to the elected Boards with the updated liaison list. Thanked the Flag Committee and everyone involved for the Memorial Day planning and wreaths put up. Water Meeting on Monday will be cancelled. Town joined into the lawsuit for PFAS. The Groundbreaking Ceremony will be on July 11th at 10AM. New Steps at the Recreation Center and replacing of flagpole.

5.2.3 Public Safety

Public Safety: Joseph Z. Shank met with the Police Chief. Certifications are in progress. Met with Fire Chief. Mr. Shepherd did a great job with the morale in the department. All of his officers like Shepherd as a Chief and would like him to stay on until the new equipment is done. The Building Department was waiting for the terminal of the online permitting this was passed to R. Eric Slagle. The Conservation Commission was feeling enthusiastic.

5.3 Announcements/Communications

None.

5.4 Next meeting -

Next meeting will be Tuesday, June 20th at 6 p.m.

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

Motion to review and sign payroll out of session made by Joseph Z. Shank and seconded by Theresa A. Morse. Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes. Theresa A. Morse yes.

VI: EXECUTIVE SESSION:

6.1 Executive Session pursuant to GL c. 30A, s. 21(a)(3)

Motion was made by Joseph Z. Shank and seconded by Theresa A. Morse to enter Executive Session and to adjourn from Executive Session:

6.2 Executive Session pursuant to GL c. 30A, s. 21(a)(4),

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

VII. ADJOURNMENT:

detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

2. Executive Session pursuant to GL c. 30A, s. 21(a)(4), To discuss the deployment of security personnel or devices, or strategies with respect thereto.

Roll call vote Chaz Sexton-Diranian yes, Joseph Z. Shank yes. Theresa A. Morse yes.

Recording of meeting found

at: <https://www.youtube.com/watch?v=7ev5A9I0CPM&list=PLQpCwU5pXeCa-inxdzK0jQMgEx3wCFBbE&index=4>

Minutes submitted by Sabrina Moore on 07/25/2023.