



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

Sue Lisio, *Chairman*

Cindy King, *Vice-Chairman*

Wayne Miller, *Clerk*

James M. Kreidler, Jr.,
Town Administrator

(978) 597-1701

MEETING MINUTES FOR DECEMBER 4, 2018 6:00 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 6:00P.M.

Roll call vote showed 3 members present: Chairman, Sue Lisio (SL), Vice-Chairman, Cindy King (CK), and Clerk, Wayne Miller (WM).

1.2 Pledge of Allegiance

1.3 SL announced the meeting was being tape recorded and queried the audience.

1.4 Chairman's Additions or Deletions.

SL moved to add: 3.20 Approve/Sign letter of support for the Council on Aging and 3.21 Discussion; setting new date for the Special Town Meeting and approval of the warrant.

1.5 Public Comment Period.

Rick Fowler of Turnpike Road expressed concern in regards to the Comcast cable contract and his inability to receive internet and cable service. SL relayed that Counsel has been retained in an effort to assist in the Cable Commission with compliance issues within the contract.

John Page of Smith Street inquired as to why the town is not having the Special Town Meetings in the fall. SL explained it was dependent upon the certification of free cash.

Rick Fowler of Turnpike Road inquired as the cutting of the trees from Unital.

II. APPOINTMENTS AND HEARINGS - VOTES MAY BE TAKEN:

2.1 6:05 P.M. Public Hearing, RE: FY19 Tax Levy.

SL opened the public hearing at 6:10P.M. A sign-in sheet was circulated to all audience members.

WM read the legal notice into the record - please see attached. Ms. Tidman, Chief Assessor explained to the audience the recommendation to tax all properties equally without a split rate. SL queried the audience for support and non-support of the recommendation.

WM moved to adopt a commercial/residential factor of 1.0 as recommended by the Board of Assessors. CK seconded. Unanimous vote. SL moved to close the public hearing.

III. MEETING BUSINESS - VOTES MAY BE TAKEN:

3.1 Consideration of designating the Town website as the official meeting posting location.

SL explained the Board of Selectmen, by right, can change the official posting site. WM moved the Board of Selectmen designate the calendar as the official posting site pending approval of the

Secretary of State. WM amended the motion to "any spot on the website". CK seconded. Unanimous vote.

3.2 Discussion, RE: Finance Team Representative.

SL inquired as to the revenue projections. Mr. Kreidler explained the process and the documentation used for revenue and budgetary projections. Mr. Kreidler suggested after all budgets are received, the Board schedule a work session to review the requests.

SL addressed added agenda items: 3.21 STM Warrant

The Board agreed to change the date for the Special Town Meeting to December 20, 2018. Reasons for the change were discussed outlining: free cash as yet to be certified by DLS due to heavy demand and the need to have the Special Town Meeting prior to December 31st because of the marijuana moratorium and zoning proposal. Mr. Kreidler explained why it was necessary to extend the moratorium if there's no zoning bylaw in place.

WM moved to cancel the Special Town Meeting scheduled for December 13, 2018 in Memorial Hall. CK seconded. Unanimous vote.

WM moved to re-post the Special Town Meeting warrant as corrected by Town Counsel for December 20, 2018 at 7:00P.M., Memorial Hall, 272 Main Street. CK seconded. Unanimous vote.

SL requested an email blast be sent out through the website advising folks of the change.

3.20 The Board reviewed the letter as submitted by the Council on Aging, requesting support for additional transportation. WM read the letter into the record - please see attached. WM moved the Board of Selectmen sign the letter of support for the Council on Aging. CK seconded. Unanimous vote.

3.3 Review/Approve Change of Manager for the VFW Post #6538 for Geraldine P. Armstrong. The Board reviewed the application as submitted.

WM moved to approve the change of manager application for the VFW Post #6538 to Geraldine P. Armstrong. CK seconded. Unanimous vote.

3.4 WM moved to approve and sign Review/Approve/Sign the 2019 renewal for a Wine & Malt Retail Package Store liquor license #00011-PK-1286 for Girish Patel, dba Old Brick Store, 440 Main Street, Townsend, MA. CK seconded. Unanimous vote.

3.5 WM moved to approve and sign the 2019 renewal for an All Alcoholic Restaurant Package Store liquor license #00009-PK-1286 for Ranjitaben Patel, Townsend Package Store, 224 Main Street, Townsend, MA. CK seconded. Unanimous vote.

3.6 WM moved to approve and sign the 2019 renewal for an All Alcoholic Restaurant liquor license #00014RS-1286 for Chung Wai Yu, Season's Palace, #3 Inc., dba YEE's Village, 350 Main Street,

Townsend, MA., contingent upon a valid certificate of inspection. CK seconded. Unanimous vote.

- 3.7 WM moved to approve and sign the 2019 renewal for an All Alcoholic Restaurant liquor license #00018RS-1286 for Albert S. Mariano, Jr., Bailey's Bar & Grille, LLC, 18 Main Street, Unit 109, Townsend, MA., contingent upon a valid certificate of inspection. CK seconded. Unanimous vote.
- 3.8 WM moved to approve and sign the 2019 renewal for an All Alcoholic Restaurant liquor license #00020RS-1286 for Albert S. Mariano, Jr., 40 Scales Lane, Townsend, MA., contingent upon a valid certificate of inspection. CK seconded. Unanimous vote.
- 3.9 WM moved to approve and sign the 2019 renewal for an All Alcoholic Restaurant liquor license #00001RS-1286 for Robert Dickhaut, dba Townsend House Restaurant, 2 Depot Street, Townsend, MA., contingent upon a valid certificate of inspection. CK seconded. Unanimous vote.
- 3.10 WM moved to approve and sign the 2019 renewal for an All Alcoholic Package Store liquor license #00010-PK-1286 for Chanchetha Un, Chanchetha Corporation, dba The Wine Nook, 18 Main Street, Townsend, MA. CK seconded. Unanimous vote.
- 3.11 WM moved to approve and sign the 2019 renewal for an All Alcoholic Club License #00005-CL-1286 for Terri Roy, V.F.W. Post #6538 of the US, 491 A Main Street, Townsend, MA., contingent upon a valid certificate of inspection. CK seconded. Unanimous vote.

- 3.12 WM moved to approve and sign the following 2019 Common Victualler Renewal License Applications:

Kenneth Saucier	South Fitchburg Hunting & Fishing Club	60 Warren Road
Frank J. Catalano	Dunkin Donuts	28 Main Street
Steve Catalano	Dunkin Donuts	17 Elm Street
Robert Dickhaut	Townsend House Restaurant	2 Depot Street
Albert S. Mariano, Jr.	Bailey's On The Green, LLC	40 Scales Lane
Albert S. Mariano, Jr.	Bailey's Bar & Grille, LLC	18 Main Street
David Yee	McDonalds Restaurants	20 Main Street
Judy Knapp	Hannafords Supermarket	18 Main Street
Terri Roy	VFW Post #6538 of the US	491A Main Street
Mohamed Eldardir	Gourmet Donuts	210 Main Street
Chung Wai Yu	Yee's Village	350 Main Street

CK seconded. Unanimous vote.

- 3.13 WM moved to approve and sign the following 2019 Entertainment Renewal License Applications:
- | | | |
|-------------------------|----------------------------|-------------------|
| Robert Dickhaut | Townsend House Restaurant | 2 Depot Street |
| Albert S. Mariano, Jr., | Bailey's On The Green, LLC | 40 Scales Lane |
| Albert S. Mariano, Jr., | Bailey's Bar & Grille, LLC | 18 Main Street |
| Terri Roy | V.F.W. Post #6538 | 491 A Main Street |
| Chung Wai Yu | Yee's Village | 350 Main Street |

CK seconded. Unanimous vote.

- 3.14 WM moved to approve and sign the following 2019 Sunday Entertainment Renewal License Applications:

Albert S. Mariano, Jr.,	Bailey's On The Green, LLC	40 Scales Lane
Albert S. Mariano, Jr.,	Bailey's Bar & Grille, LLC	18 Main Street
Terri Roy	V.F.W. Post #6538	491 A Main Street
Chung Wai Yu	Yee's Village	350 Main Street

CK seconded. Unanimous vote.

- 3.15 WM moved to approve and sign a 2019 Renewal for a Class I license application for Thomas J. Cleary, Townsend Sales & Service, dba Townsend Fore, 340 Main Street, Townsend, MA. CK seconded. Unanimous vote.
- 3.16 WM moved to approve and sign a 2019 Renewal for a Class II license application for Roy D. Shepherd, Inc., dba Shepherd's Sales & Service, 55 Main Street, Townsend, MA. CK seconded. Unanimous vote.
- 3.17 WM moved to approve and sign a 2019 Renewal for a Class III license application for Roy D. Shepherd, Inc., dba Joe's Auto Body, 55 Main Street, Townsend, MA. CK seconded. Unanimous vote.
- 3.18 Review/Approve the 2019 Holiday Schedule.
The Board reviewed the schedule – please see attached. WM moved to approve the 2019 Holiday Schedule. CK seconded. Unanimous vote.
- 3.19 Authorize the Highway Department to install HEARTsafe Community signs on both ends of Route 119 and 13 contingent upon permission from MassDOT.
The Board reviewed the request as submitted by the Fire-EMS Chief, Mark Boynton. WM moved to authorize the Highway Department to install HEARTsafe Community signs on both ends of Route 119 and Route 13 contingent upon permission from MassDOT. CK seconded. Mr. Kreidler informed the Board of the work Marty Scott did on behalf of the town to receive the designation. The Board thanked Mr. Scott for his work. Unanimous vote.
- 3.20 Approve/Sign letter of support for an application on behalf of the Council on Aging to the Lowell Regional Transit Authority.
SEE ABOVE, items 3.20 & 3.21 addressed after 3.1
- 3.21 Discussion: set new date for the Special Town Meeting and approve/sign the warrant.
SEE ABOVE, items 3.20 & 3.21 addressed after 3.1

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

- 4.1 WM moved to appoint Laura Shifrin to the Town Properties Committee as the Planning Board Representative effective December 4, 2018 to February 28, 2019. CK seconded. Unanimous vote.

V. WORK SESSION – VOTES MAY BE TAKEN:

- 5.1 Town Administrator updates and reports.
- FY19 Goals Updates

- Department Head Meeting Update.
- Community Compact forum.
- Appointments to multiple Boards/Committees.

Mr. Kreidler updated the Board as follows: Department Head meeting and discussion of goals. Mr. Kreidler stated he informed the Departments during budgetary process to be sure the requests are in line with the Selectmen's goals.

Community Compact forum to be held in Townsend Deputy Chief Cronin from DLS.

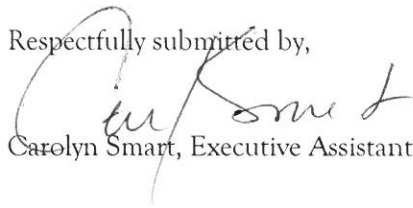
Mr. Kreidler explained what MGL Chapter 41 Section 4A meant as inquired by a resident via correspondence received. Mr. Kreidler read the law into the record. Discussion regarding the West Meadow Road bridge update, SL commenting she would like to have Town Counsel handle the issue.

- 5.2 Board of Selectmen announcements, updates, and reports.
WM informed the Board that he attended his first Capital Planning Meeting, adding the Highway Department request to amend the Capital Plan was approved and the Committee is still waiting for submittal from the Water Department.
- 5.3 Clerk of the Board announcements for events - None.
- 5.4 Board Correspondence - None.
- 5.5 WM moved to approve the Meeting Minutes for October 23, 2018. CK seconded. Unanimous vote.
- 5.6 WM moved to approve and sign out of session the payroll and bills payable warrants. CK seconded. Unanimous vote.

VI. EXECUTIVE SESSION- VOTES MAY BE TAKEN

WM moved to enter into 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 regarding the Clerical, Fire, Supervisors and Police Union and to adjourn from executive session. The Chair declared. Roll Call Vote: SL (YES), CK (YES), and WM (YES).

Respectfully submitted by,



Carolyn Smart, Executive Assistant to the Town Administrator

Voted to approve the meeting minutes for the meeting of December 4, 2018, by the Board of Selectmen this 2nd day of January, 2019.

**The Commonwealth of Massachusetts
SPECIAL TOWN MEETING**

MIDDLESEX SS.

To either of the Constables of the Town of Townsend in the County of Middlesex, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the legal voters of the Town of Townsend, qualified to vote at Town Meetings for the transaction of Town affairs, to meet at the Memorial Hall, 272 Main Street, Townsend, MA for the Special Town Meeting on **December 20, 2018, at 7:00 PM**, then and there to act on the following articles:

**PRIOR FISCAL YEAR FINANCIAL ARTICLE
(9/10th Vote)**

ARTICLE 1:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$_____ for the purpose of paying prior fiscal year bills; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

**CURRENT FISCAL YEAR FINANCIAL ARTICLES
(MAJORITY VOTE)**

ARTICLE 2:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury, the sum of \$7,500.00 for the purpose of funding the costs associated with placing the American Flags along Main Street during holiday celebrations; or take any other action in relation thereto.

SUBMITTED BY: American Flag Committee

ARTICLE 3:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$35,000.00 to supplement the Legal Expense Account; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 4:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$50,000.00 to pay one-time retroactive wage settlements for police, fire and non-public safety unionized Town employees; or take any other action in relation thereto.

SUBMITTED BY: Town Administrator

ARTICLE 5:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$5,500.00 to supplement the Audit Services Expense Account; or take any other action in relation thereto.

SUBMITTED BY: Town Accountant

ARTICLE 6:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$3,900.00 to supplement the Facilities Expense Account for the purpose of repairing or replacing a relay/electronic start to the elevator for Town Hall; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 7:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$5,000.00 to supplement the Facilities Expense Account for the purpose of replacing a water pump related to the heating system for Town Hall; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 8:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$7,500.00 for the purpose of funding an update to the Roadway Pavement Management Plan; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 9:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$1,500.00 for the Town's share of the Regional Animal Control shelter; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 10:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$2,100.00 for the purpose of replacing/repairing the rifle strap on the John Birney Blood Monument; or take any other action in relation thereto.

SUBMITTED BY: Cemetery & Parks Commissioners

ARTICLE 11:

To see if the Town will vote to amend the FY18 Capital Plan by authorizing the Highway Superintendent to use the \$46,000.00 approved for Truck Mounted Ground Speed Spreader Controls towards the purchase of a Roadside Mower; as approved by the Capital Planning Committee, or take any other action in relation thereto.

SUBMITTED BY: Highway Superintendent

ARTICLE 12:

To see if the Town will vote to amend the FY 19 Capital Plan and raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$66,360.00 for the purpose of replacing Medic 1 for the Townsend Fire-EMS Department as approved by the Capital Planning Committee; or take any other action in relation thereto.

SUBMITTED BY: Fire-EMS Chief

ARTICLE 13:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$5,000.00 for the purpose of repairing or replacing a portion of the roof at 274 Main Street; also known as the "Rec Center," or take any other action in relation thereto.

SUBMITTED BY: The Recreation Commission

ARTICLE 14:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$5,000.00 for the purpose of administrative, professional and/or technical costs associated with the periodic review of and amendments to the Charter; or take any other action in relation thereto.

SUBMITTED BY: Charter Review Committee and the Board of Selectmen

ARTICLE 15:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$10,000.00 for the purpose of supplementing the Reserve Fund; or take any other action in relation thereto.

SUBMITTED BY: Finance Committee

ARTICLE 16:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$15,000 for the purpose of supplementing the FY19 police department operating budget appropriation for the lease of four (4) police cruisers; or take any other action in relation thereto.

SUBMITTED BY: Police Chief

ARTICLE 17:

To see if the Town will vote to transfer within the Water Enterprise Fund the sum of \$30,000.00 from free cash to the Professional Services Expense Account; or take any other action in relation thereto.

SUBMITTED BY: Water Superintendent

ARTICLE 18:

To see if the Town will vote to transfer within the Water Enterprise Fund, the sum of \$115,000.00 from free cash to the Meadow Road Main Replacement Capital Improvement Plan project; or take any other action in relation thereto.

SUBMITTED BY: Water Superintendent

ARTICLE 19:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$10,000.00 for the purpose of supplementing the Professional Services line item in the FY19 Treasurer Collector budget to cover the cost of the required professional services of a municipal finance consultant during the absence of the Treasurer Collector; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 20:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$100,000.00 for the purpose of funding Information Technology and telephone system upgrades for the Town Hall, the Library, the Council on Aging, the Highway Department, the Water Department and the Cemetery and Parks Department; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 21:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of \$_____ for the purpose of funding HVAC and lighting repairs and/or upgrades in the Library, the Meeting Hall and/or the Council on Aging building(s); or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

REAL PROPERTY ARTICLE
(2/3 vote required)

ARTICLE 22:

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, on such terms and conditions as the Board of Selectmen shall determine, permanent and/or temporary easements on the parcels of land shown on plans entitled "Massachusetts Department of Transportation Highway Division Plan and Profile of _____," revised through _____, 2018, prepared by _____, as said plans may be amended, said plans on file with the Town Clerk, for passage thereupon, both pedestrian and vehicular, also including, but not limited to: the construction, alteration, maintenance, improvement, repair and/or replacement of the West Meadow Road bridge; drainage, grading, clearing and slope work; erosion control; relocation of utility poles and guy wires; loaming and seeding; and landscaping; and, further, to see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money for these purposes and any expenses related thereto; and, still further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out said acquisitions and other acts authorized herein, as and upon such terms and conditions as the Board of Selectmen may deem appropriate; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 23:

To see if the Town will vote to: (i) authorize the Board of Selectmen to convey, sell or otherwise dispose of that certain parcel of Town-owned land known as "Atwood Acres," Parcel 2-B, situated off Dudley Road, consisting of 11 acres of land, more or less, and more fully described in a deed recorded with the Middlesex

(South) District Registry of Deeds at Book 593, Page 2646, on such terms and conditions, subject to such restrictions and limitations and for such consideration as the Selectmen may deem necessary or appropriate, said property to be used for the development of low- to moderate-income housing for veterans, said transfer to be in accordance with all local, state and federal laws, as may be applicable; and (ii) further authorize the Board of Selectmen to undertake all such action(s) as may be required to effect the foregoing conveyance, including but not limited to the filing and prosecution of a petition for declaratory judgment in a court of competent jurisdiction relative to future use(s) of the property and/or the petitioning of the General Court of the Commonwealth under applicable law for special legislation accomplishing the same; or take any other action in relation thereto.

SUBMITTED BY: Townsend Housing Authority

STABILIZATION ARTICLES (MAJORITY VOTE)

ARTICLE 24:

To see if the Town will vote to raise and appropriate or transfer from available funds in the treasury, the sum of \$50,000.00 for the purpose of supplementing the stabilization fund, as allowed under MGL Chapter 40, Section 5B; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 25:

To see if the Town will vote to raise and appropriate or transfer from available funds in the treasury, the sum of \$200,000.00 for the purpose of supplementing the capital stabilization fund, as allowed under MGL Chapter 40, Section 5B; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

GENERAL BYLAWS AND ADOPTIONS (MAJORITY VOTE)

ARTICLE 26:

To see if the Town will vote to amend the Town's General Bylaw, Chapter 112-14, entitled "Unregistered Motor Vehicles," Subsection (e), as follows, with additions to the Bylaw underlined and deletions from the Bylaw ~~stricken through~~:

E.
The ~~Board of Selectmen~~ Police Chief, or his designee, shall enforce this section. No other Town official shall have the authority to enforce the section. No other Town official shall investigate any potential violations. Upon a written complaint to the Board of Selectmen ~~a designated member of the Board~~ the Police Chief, or his designee, shall perform a site inspection and investigation and shall report his findings to the Board of Selectmen in writing. The report shall contain the vehicle(s) identification number(s) and the property address on which the vehicle(s) is located. If the report finds that the vehicle(s) is in a violation of this section, the Board of Selectmen shall send a certified letter to the owner of the land, on which said vehicle(s) is parked, and the property owner will have 30 days to remove said vehicle. Whoever violates any

provisions of this section of the Townsend General Bylaws shall be liable for a penalty of \$100 per day for each day of violation. Violations will be calculated from the date of the certified mailing. No penalty will be assessed if the vehicle(s) is removed within 30 days and there are no subsequent violations on the same property; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 27:

To see if the Town will vote to amend the Town's General Bylaw, Chapter 127, entitled "Town Properties Committee," as follows, with additions to the Bylaw underlined and deletions from the Bylaw ~~stricken through~~:

§ 127-1 Basic charge.

The Board of Selectmen shall annually appoint a seven-member committee to be known as the Town Properties Committee (TPC) charged with ~~assisting~~ advising the Board of Selectmen with maintenance, acquisition and sales of all Town-owned properties.

§ 127-2 Membership and appointment.

[Amended 5-4-1999 ATM by Art. 25]

The seven-member Town Properties Committee (TPC) shall be appointed by the Board of Selectmen. The Board of Selectmen shall first appoint the five members as follows: one member of the Planning Board, one member of the Finance Committee, one member of the Board of Assessors, one member of the Conservation Commission and one member of the Highway Department. If a member of any board, committee, commission or department declines an appointment, then the Board of Selectmen may substitute a member from the public-at-large. In making such substitution, the Board shall consider the recommendation of the respective board, committee, commission or department declining the appointment. The remaining two members shall appointed from the public-at-large. All members of the TPC shall be annually appointed or reappointed ~~at the Board of Selectmen's first scheduled meeting in March on or~~ before the last week of June.

§ 127-3 Property inventory.

The Board will maintain a standing inventory list of Town-owned real estate and personal property. Such inventory will be annually updated with each Town department notifying the Committee of newly acquired and recently disposed of property. The Committee will annually furnish the Town Accountant with an updated inventory listing.

§ 127-4 Property maintenance proposal and budget.

The TPC will prepare for the Board of Selectmen an annual property maintenance proposal and a proposed budget.

§ 127-5 Property acquisitions and sales.

TPC is charged with assisting the Board of Selectmen in reviewing all proposals for the acquisition or sale of real estate. Within 90 days after receiving written notification by the Board of Selectmen of a proposal to acquire or sell real estate, the TPC will report back to the Selectmen with a report containing recommendations as follows:

- A. The property's strategic value to the Town;
- B. The findings of any appraisals prepared to determine the property's worth;
- C. Findings of site visits, engineering studies, and environmental assessments;
- D. A post-acquisition management plan to ensure ongoing property maintenance;
- E. Proposed language for Town Meeting articles; and
- F. Suggested means for funding the acquisition.

§ 127-6 Advisory role.

The role of the TPC shall be advisory only and shall not supersede the role or duty of any other board or officer empowered by statute; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

ARTICLE 28:

To see if the Town will vote to amend the Town's General Bylaw, Chapter 124, entitled "Town Meeting," Subsection 6, as follows, with additions to the Bylaw underlined and deletions from the Bylaw ~~stricken through~~:

Notice of all Town Meetings shall be given by posting an attested copy of the warrant thereof at Memorial Hall at the Center, 272 Main Street, the Police/~~Communication Center~~ Station, 70 Brookline Road, ~~North Middlesex Regional High School, 19 Main Street~~ Harbor Fire Station, 47 Main Street, West Townsend Fire Station, 460 Main Street West Townsend Reading Room, 264 Dudley Road and Harbor Church 80 Main Street, in said Townsend, seven days at least before the time of holding the said meeting. Note: MGL c.39 §10 specifies Special Town Meetings require 14 days before for posting of the warrant; or take any other action in relation thereto.

SUBMITTED BY: Town Clerk

ZONING BYLAWS (2/3rd Vote)

ARTICLE 29:

To see if the Town will vote to approve a zoning bylaw that would provide as follows, and further to amend the Table of Contents to add Section 145-89 "Temporary Moratorium on Recreational Marijuana Establishments," or take any action in relation thereto.

TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS,

§ 145-89

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana, took effect on December 15, 2016 and (as amended on December 30, 2016 by Chapter 351 of the Acts of 2016 and thereafter, on July 28, 2017 by Chapter 55 of the Acts of 2017) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses no later than April 1, 2018. Currently under the Zoning Bylaw, a non-medical Marijuana Establishment (hereinafter, a "Recreational Marijuana Establishment"), as defined in G.L. c. 94G, §1, is not specifically addressed in the Townsend Zoning Bylaw.

The regulation of recreational marijuana raises novel legal, planning, and public safety issues, and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Townsend Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. This temporary moratorium on the use of land and structures in the Town for

Recreational Marijuana Establishments will allow sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

A. Definition

“Recreational Marijuana Establishment” shall mean a “marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.”

B. Temporary Moratorium

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Recreational Marijuana Establishment and other uses related to recreational marijuana. The moratorium shall be in effect through June 28, 2019. During the moratorium period, the Planning Board, on behalf of the Town of Townsend, shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new Zoning Bylaws in response to these new issues.

SUBMITTED BY: Planning Board

ARTICLE 30:

To see if the Town will vote to approve a zoning bylaw that would provide as follows, and further to amend the Table of Contents to add Section 145-90 “Recreational Marijuana Establishment Zoning,” or take any action in relation thereto.

ARTICLE XVIII

RECREATIONAL MARIJUANA ESTABLISHMENT ZONING PROPOSAL

§ 145-90

- A. A Recreational Marijuana Establishment is considered an entity or location licensed by the State of Massachusetts and defined pursuant to M.G.L. c. 94G and 935 C.M.R. 500 and under strict conditions in accordance with applicable laws.

Definitions

CCC, the Massachusetts Cannabis Control Commission established by M.G.L. c. 10, § 76, or its designee.

Marijuana Cultivator, an entity licensed by the state of Massachusetts to cultivate, process and package marijuana, to deliver marijuana to Marijuana Establishments and to transfer marijuana to other Marijuana Establishments, but not to consumers.

Marijuana Establishment, a Marijuana Cultivator, Marijuana Testing Facility, Marijuana Product Manufacturer, Marijuana Retailer, any other type of licensed marijuana-related business, or any combination thereof at a single location.

Marijuana Product Manufacturer, an entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to Marijuana Establishments and to transfer marijuana and marijuana products to other Marijuana Establishments, but not to consumers.

Marijuana Products, products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other

ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

Marijuana Testing Facility, an entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants.

Marijuana Research Facility, an entity licensed to cultivate, purchase or otherwise acquire marijuana for the purpose of conducting research regarding marijuana products.

Marijuana Retailer, an entity licensed to purchase and deliver marijuana and marijuana products from Marijuana Establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to Marijuana Establishments and to consumers.

Marijuana Transportation or Distribution Facility, an entity with a fixed location that delivers marijuana and marijuana products to marijuana establishments and transfers marijuana and marijuana products to other marijuana establishments, but not to consumers. This shall include the temporary storage of marijuana products on premises associated with transportation and distribution.

Schedule of Use Regulations

	RA	RB	NCD	DCD	OCD	ID
Marijuana Establishments any other type of licensed marijuana-related business						
Marijuana cultivator	N	N	N	N	N	SP
Marijuana product manufacturer	N	N	N	N	N	SP
Marijuana retailer	N	N	N	SP	SP	SP
Marijuana testing or research facility	N	N	N	SP	SP	SP
Marijuana transportation or distribution facility	N	N	N	N	N	SP
Any other type of licensed marijuana-related business	N	N	N	N	N	SP
On-site consumption of marijuana at licensed marijuana establishment	N	N	N	N	N	N

Marijuana Establishments

A. Purpose

- (1) To provide for the placement of Marijuana Establishments in appropriate places and under conditions in accordance with the provisions of M.G.L. c. 94G.
- (2) To minimize the adverse impacts of Marijuana Establishments on residential neighborhoods, schools, and other places where children commonly congregate.
- (3) To regulate the siting, design, placement, security, safety, monitoring, and modification of Marijuana Establishments.

B. Location

- (1) Marijuana Establishments will only be located in the following Zoning Districts: Downtown Commercial, Outlying Commercial and Industrial.

C. Applicability

- (1) No Marijuana Establishment shall be established except in compliance with the provisions of Article XVIII.
- (2) Where not expressly defined in section 145 -89, all terms used herein shall be as defined in M.G.L. c. 94G and 935 CMR 500 *et seq.*
- (3) If any provision of this section, or the application of any such provision to any person or circumstance, shall be held invalid, the remainder of this section, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to this end the provisions of this section are severable.

C. Special Permit Approval Criteria.

- (1) All Marijuana Establishments shall be contained within a building or structure.
- (2) The hours of operation of Marijuana Establishments shall be set by the Special Permit Granting Authority, which shall be the Planning Board.
- (3) Marijuana Establishments shall not be located within a five hundred (500') foot radius from:
 - a) Any Residential District;
 - b) Any school pre-k through 12,
 - c) Any daycare center, or any facility where children commonly congregate. A facility is not, however, limited to a building. A "facility where children commonly congregate" includes, but is not limited to facilities in which children gather for a particular purposes in a structured and scheduled manner, or which are dedicated to the use by children, such as playgrounds, youth service programs, day care centers, youth sports facilities, dance schools, and gymnastic schools;
 - d) Any other Marijuana Establishment;
 - e) Any drug or alcohol rehabilitation facility;
 - f) Any correctional facility, half-way house or similar facility; or
 - g) Any establishment licensed under the provisions of General Law, Chapter 138, Section 12 (Licenses for on premise alcoholic beverages).

Distances calculated pursuant to section C.(3)(a) –(b) will be measured from property line to property line. Distances calculated pursuant to sections C.(3)(c) – (f) will be measured in a straight line from the nearest point of the facility in question to the nearest point of the proposed Marijuana Establishment. For example, a playground outside a school would be considered a facility where children congregate, so the line would be measured from the edge of the playground to the nearest point of the building that would house the potential Marijuana Establishment.

- (4) The onsite consumption of marijuana at all Marijuana Establishments is prohibited in the Town of Townsend.
- (5) Consistent with M.G.L. c. 94G, § 3(b)(2), the maximum number of Marijuana Establishments in the Town of Townsend shall be limited as follows:
 - a) Shall not prohibit one or more types of Marijuana Establishment
 - b) The number of Marijuana Retailers shall not exceed twenty (20%) percent of liquor licenses issued pursuant to M.G.L. c. 138, § 15 for retail sale of alcohol not consumed on the premises in the Town of Townsend. Said number to be rounded up to the next whole number.
 - c) The number of non-retail Marijuana Establishments shall be limited to 1 (one).
- (6) No smoking or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a Marijuana Establishment. No burning of any product containing marijuana or marijuana-related products shall be permitted on the premises of a Marijuana Establishment with the exception of product testing performed at a Marijuana Testing Facility or Marijuana Research Facility.
- (7) No Marijuana Establishment shall be located inside a building containing residential units, including transient housing such as motels and dormitories.
- (8) Marijuana Establishments shall be located within a permanent building and may not be located in a trailer, cargo container, motor vehicle or other similar nonpermanent enclosure.
- (9) Marijuana Establishments shall not have drive-through service.
- (10) No outside storage of marijuana, related supplies or promotional materials is permitted.
- (11) All Marijuana Establishments shall be ventilated in such a manner that
 - a) if pesticides, insecticides, or other chemicals or products are used in cultivation or processing, they must be vented and dispersed into the outside atmosphere so as not to be detectible at any adjoining use or property.
 - b) no odor from marijuana can be detected by a person with a normal sense of smell at the exterior of the Marijuana Establishment or at any adjoining use or property.

D. Special Permit Conditions

- (1) In addition to compliance with M.G.L. c. 94G and 935 CMR 500 *et seq.*, the Special Permit Granting Authority may impose reasonable conditions to improve site design, traffic flow, and public safety, and to preserve water quality, significant environmental resources and community character of surrounding area including, without limitation, the following:
 - a) Minimization of the impacts of increased noise and traffic.
 - b) Imposition of security precautions to protect personnel, consumers, residents and property.
 - c) Deterring the presence of unauthorized or ineligible persons at, or near the Marijuana Establishment.
 - d) Imposition of measures to prevent diversion of marijuana and Marijuana Products.

- e) Conditions related to the design and construction of the facility to improve safety, security and conformance with community character.
 - f) Conditions relating to energy efficiency and conservation.
- (2) A Marijuana Establishment shall only be allowed by special permit from the Planning Board, the Special Permit Granting Authority, in accordance with MGL c. 40A, § 9 and section 216-32.1 (Special Permits) of this chapter.
- (3) No special permit for any Marijuana Establishment shall be issued without major site plan approval having been obtained from the Planning Board pursuant to § 145-42, Site Plan review, of this chapter. In addition to the standards set forth therein, the site plan must meet all dimensional, parking, landscaping, and signage requirements within this chapter.
- (4) A special permit for a Marijuana Establishment shall be limited to one or more of the following uses that shall be prescribed by the special permit granting authority:
- a) Marijuana Cultivator
 - b) Craft Marijuana Cooperative
 - c) Marijuana Product Manufacturer
 - d) Marijuana Research Facility
 - e) Marijuana Testing Facility
 - f) Marijuana Transportation or Distribution Facility
 - g) Marijuana Retailer
- (5) In addition to the application requirements set forth above, a special permit application for a Marijuana Establishment shall include the following:
- a) The name and address of owner(s) of the establishment;
 - b) Copies of all required licenses and permits issued to the applicant by the Commonwealth of Massachusetts Cannabis Control Commission and any of its other agencies for the establishment; provided that approval may be conditioned upon receipt of a final license from the CCC;
 - c) Evidence of the applicant's right to use the site of the establishment for the establishment, such as a purchase and sale agreement, deed, owner's authorization, or lease;
 - d) A letter from the Town of Townsend Police Chief, or designee, acknowledging review and approval of the Marijuana Establishment security plan.
 - e) All application requirements for Major Site Plan Review as specified in Section 145-57 - 145-61 of this Chapter unless certain non-applicable requirements are waived by the Planning Board.
- (6) The SPGA shall include conditions concerning the following in any special permit granted pursuant to this Article:
- a) Hours of operation.
 - b) Compliance with Host Community Agreement.
 - c) The submission of a copy of the license from the CCC with the SPGA and the Building Commissioner prior to commencement of operation.

- (7) The issuance of a special permit shall lapse two years from the date of the issue if not acted upon.
- (8) Mandatory findings. The special permit granting authority shall not issue a special permit for a Marijuana Establishment unless it finds that:
 - a) The facility is designed to minimize any adverse impacts on abutters and other parties in interest, as defined in MGL c. 40A, § 11.
 - b) The applicant demonstrates to the satisfaction of the special permit granting authority that it will meet all the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will comply with all applicable state laws and regulations; and
 - c) The applicant has satisfied all of the conditions and requirements set forth herein.
- (6) A special permit granted under this section shall have a term limited to the duration of the applicant's ownership or lease of the premises as a Marijuana Establishment. A special permit may be transferred only with the approval of the special permit granting authority in the form of an amendment to the special permit with all information required by the special permit granting authority.

E. Abandonment or discontinuance of use.

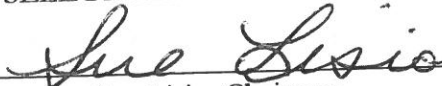
- (1) A special permit shall lapse if a final license has not been issued by the CCC pursuant to CMR 500.103 within one year of issuance. The Planning Board may grant an extension if the applicant demonstrates that, despite diligent effort, circumstances beyond their control have prevented the issuance of a final license and further demonstrates to the satisfaction of the Planning Board that issuance of a Final License is forthcoming .
- (2) A Marijuana Establishment shall be required to remove all material, plants, products, equipment and other paraphernalia within six months of ceasing operations. All security measures and precautions, and all components of the Marijuana Establishment security plan, shall be observed until removal is completed.

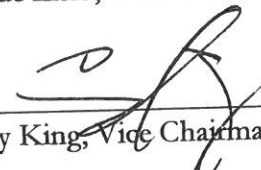
And you are directed to serve this Warrant, by posting up attested copies thereof at MEMORIAL HALL, 272 MAIN STREET at the Center, WEST TOWNSEND FIRE STATION, 460 MAIN STREET in West Townsend, POLICE/COMMUNICATIONS CENTER, 70 BROOKLINE ROAD, NORTH MIDDLESEX REGIONAL HIGH SCHOOL, 19 MAIN STREET, and HARBOR CHURCH, 80 MAIN STREET in said Town, at least FOURTEEN (14) days before the time of holding said meeting.

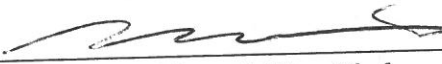
HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of the meeting, as aforesaid.

Given under our hands this 4th day of December, in the year TWO THOUSAND EIGHTEEN.

SELECTMEN OF TOWNSEND


Sue Lisio, Chairman


Cindy King, Vice Chairman


Wayne Miller, Clerk

A true copy. ATTEST:

CONSTABLE

MIDDLESEX, SS.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of TOWNSEND by posting up attested copies of the same at: MEMORIAL HALL, 272 MAIN STREET AT THE CENTER, WEST TOWNSEND FIRE STATION, 460 MAIN STREET IN WEST TOWNSEND, POLICE/COMMUNICATIONS CENTER, 70 BROOKLINE ROAD, NORTH MIDDLESEX REGIONAL HIGH SCHOOL, 19 MAIN STREET, and HARBOR CHURCH, 80 MAIN STREET, AT LEAST FOURTEEN (14) DAYS BEFORE THE DATE OF THE MEETING, AS WITHIN DIRECTED.

Constable of TOWNSEND

SIGNATURE

LOCATION	TIME	MONTH	DAY	YEAR
MEMORIAL HALL	_____	_____	_____	_____
WEST TOWNSEND FIRE STATION	_____	_____	_____	_____
NORTH MIDDLESEX REGIONAL HIGH SCHOOL	_____	_____	_____	_____
POLICE/COMMUNICATIONS CENTER	_____	_____	_____	_____
HARBOR CHURCH	_____	_____	_____	_____



Office of the
BOARD OF SELECTMEN
272 Main Street - Townsend, Massachusetts 01

3.18

Sue Lisio, *Chairman*
James M Kreidler, Jr.,
Town Administrator

Cindy King, *Vice-Chairman*

WAYNE MILLER, *Clerk*
Office (978) 597-1701
Fax (978) 597-1719

MEMORANDUM

TO: All Elected/Appointed Officials, Department Heads, & Employees

FROM: Carolyn Smart, Executive Assistant to the Town Administrator

DATE: December 4, 2018

RE: Legal Holidays: 2019

HOLIDAY	DATE CELEBRATED	EMPLOYEE OBSERVED
New Year's Day 2019	January 1	Tuesday, January 1, 2019
Martin Luther King, Jr. Birthday	January 21	Monday, January 15, 2019
President's Day	February 18	Monday, February 18, 2019
Patriot's Day	April 15	Monday, April 15, 2019
Memorial Day	May 27	Monday, May 27, 2019
Independence Day	July 4	Thursday, July 4, 2019
Labor Day	September 2	Monday, September 2, 2019
Columbus Day	October 14	Monday, October 14, 2019
Veteran's Day	November 11	Monday, November 11, 2019
Thanksgiving Day	November 28	Thursday, November 28, 2019
Christmas Day	December 25	Wednesday, December 25, 2019
New Year's Day 2020	January 1	Wednesday, January 1, 2020

As a General Rule: Any Saturday holiday will be observed on the prior Friday; any Sunday holiday will be observed on the Monday following unless otherwise noted.



TOWNSEND FIRE-EMS DEPARTMENT

Proudly serving the citizens of Townsend since 1875

PO Box 530 – 13 Elm St.
Townsend, MA 01469

Mark R. Boynton
Chief of Department

Headquarters: 978-597-8150

Fax: 978-597-2711

To: Jim Kreidler, Town Administrator
From: Mark Boynton, Fire Chief *MRB*
Subject: HEARTSafe Community Designation
Date: November 28, 2018

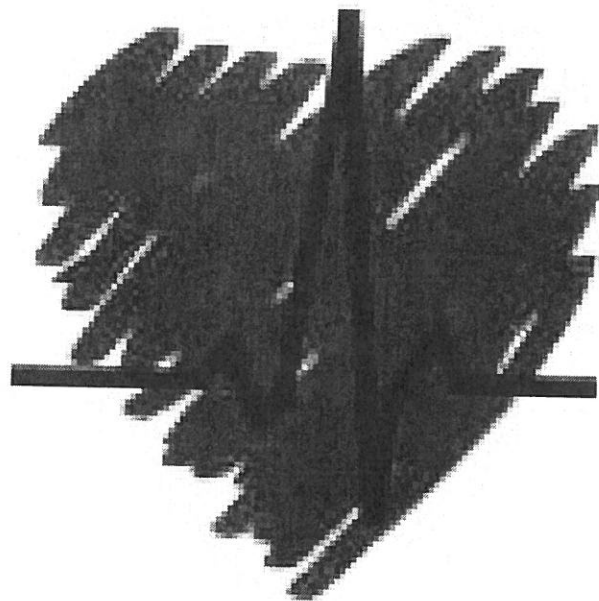
I am proud to inform you the Town of Townsend has been designed a HEARTSafe Community in the Commonwealth of Massachusetts. Over the past couple of years Captain Martin Scott has worked hard for Townsend to receive this designation.

HEARTSafe is a public health initiative to help more people survive after sudden out-of-hospital cardiac arrest. When someone's heart suddenly stops, they will generally not survive unless a number of interventions take place immediately, including CPR and defibrillation. In order to facilitate this process, a strong system must be established to ensure the rapid execution of each step.

To receive this designation we have taken steps to ensure automatic external defibrillators (AED) are located in public spaces such as town hall, the library and schools. All fire, EMS and police vehicles carry AED's. We have and continue to provide CPR classes to responders and businesses in the community. The benefits and result of these efforts and designation are evident with two cardiac arrest saves a few months ago.

As a HEARTSafe community we have received 12x14 street signs that we would like your permission to have highway install on the side of the road as you enter Townsend on both ends of routes 119 and 13. I have included a picture of the sign for you to review.

HEART Safe



Community®

Carolyn Smart

4.1

From: Beth Faxon <bfaxon@townsend.ma.us>
Sent: Tuesday, November 27, 2018 10:16 AM
To: Carolyn Smart
Cc: Lance McNally; 'Laura Shifrin; TownsendCenterRealty.com'
Subject: Planning Board recommendation for appointment to the Town Properties Committee

Hi Carolyn: It's my pleasure to inform you that the Planning Board agreed to recommend Laura Shifrin for appointment to the Town Properties Committee.

Thank you for your service Laura.

Warmly,

Beth Faxon
Planning and Zoning Board of Appeals Administrator, Town of Townsend
bfaxon@townsend.ma.us
Land Use Department
272 Main St.
Townsend, MA 01469
978-597-1722
Office Hours: Mon. – Thur. 9am - 4pm
www.townsend.ma.us

If this email is received by a multi-member public board, commission or committee please take care to never "respond to all" as you may inadvertently create a violation of the open meeting law. Thank you.

In Massachusetts, the term "public record" is broadly defined to include all documentary materials or data created or received by any officer or employee of any governmental unit, regardless of physical form or characteristics, unless it falls under one of the statutory exemptions to the Public Records Law. G.L.c. 4, 7(26). Consequently, email is subject to the disclosure, retention, and maintenance provisions as required by law. G.L.c. 66



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OFFERED BY [Community Compact Cabinet\(/orgs/community-compact-cabinet\)](/orgs/community-compact-cabinet/)

Community Compact IT Grant Program

This competitive grant program focuses on driving innovation and transformation at the local level via investments in technology.

This is a competitive grant program focused on driving innovation and transformation at the local level via investments in technology. Using the transformative powers of IT, we can drive innovation, make government more efficient, save taxpayer money, and make it easier for residents to interact and transact with their local government.

Grants of up to \$200,000 will support the implementation of innovative IT projects by funding related one-time capital needs such as technology infrastructure, upgrades and/or purchases of equipment or software. Incidental or one-time costs related to the capital purchase such as planning, design, installation, implementation and initial training are eligible.

The grant program opens on August 15th and closes on September 15th. It is open to all Compact communities, except for those who were awarded an IT Grant in FY18.

OFFERED BY

[Community Compact Cabinet \(/orgs/community-compact-cabinet\)](/orgs/community-compact-cabinet/)

What would you like to do?

Feedl

Top tasks

Apply for a Community Compact IT Grant

[\(/how-to/apply-for-a-community-compact-it-grant\)](/how-to/apply-for-a-community-compact-it-grant/)

OFFERED BY [Community Compact Cabinet\(/orgs/community-compact-cabinet\)](/orgs/community-compact-cabinet/)

Efficiency & Regionalization grant program

The Efficiency & Regionalization grant program provides financial support for entities interested in implementing regionalization and other efficiency initiatives.

The purpose of the Efficiency and Regionalization (E&R) competitive grant program is to provide financial support for governmental entities interested in implementing regionalization and other efficiency initiatives that allow for long-term sustainability. These grants will provide funds for one-time or transition costs for municipalities, regional school districts, school districts considering forming a regional school district or regionalizing services, regional planning agencies and councils of governments interested in such projects.

The E&R grant program will be available on January 15, 2019, with applications due by February 15, 2019.

OFFERED BY

[Community Compact Cabinet \(/orgs/community-compact-cabinet\)](/orgs/community-compact-cabinet/)

What would you like to do?

Top tasks

[Apply for a Efficiency and Regionalization grant \(/how-to/apply-for-a-efficiency-and-regionalization-grant\)](/how-to/apply-for-a-efficiency-and-regionalization-grant/)

Feed



OFFERED BY [Community Compact Cabinet\(/orgs/community-compact-cabinet\)](#)

Best Practices Program

The Community Compact is a voluntary, mutual agreement entered into between the Baker-Polito Administration and individual cities and towns of the Commonwealth.

The Community Compact is a voluntary, mutual agreement entered into between the Baker-Polito Administration and individual cities and towns of the Commonwealth. In a Community Compact, a community will agree to implement at least one best practice that they select from across a variety of areas. The community's chosen best practice(s) will be reviewed between the Commonwealth and the municipality to ensure that the best practice(s) chosen are unique to the municipality and reflect needed areas of improvement. Once approved, the written agreement will be generated and signed by both the municipality and the Commonwealth. The Compact also articulates the commitments the Commonwealth will make on behalf of all communities.

OFFERED BY

[Community Compact Cabinet \(/orgs/community-compact-cabinet\)](#)

What would you like to do?

Top tasks

[Apply for the best practice program](#)

[\(/how-to/apply-for-the-best-practice-program\)](#)

Feedl



5-4

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

Sue Lisio, *Chairman*

Cindy King, *Vice-Chairman*

Wayne Miller, *Clerk*
(978) 597-1701

James M. Kreidler, Jr.,
Town Administrator

MEETING MINTUES FOR OCTOBER 23, 2018 6:00 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 6:00P.M.
Roll call vote taken showed 2 members present and 2 absent: Chairman Sue Lisio (SL) and Clerk, Wayne Miller (WM). Absent Vice-Chair, Cindy King (CK).
 - 1.2 Pledge of Allegiance
 - 1.3 SL announced that the meeting is being tape recorded.
 - 1.4 SL added agenda item: 2.1.1 Regional Dispatch Subcommittee.
 - 1.5 Public Comment Period - (no comments made)

SL moved to address 3.1

- II. MEETING BUSINESS - VOTES MAY BE TAKEN:
 - 2.1 Nashoba Valley Regional Dispatch discussion, RE: Admin & Finance Boards
 - 2.1.1 Formation of a Regional (Pepperell, Ashby, & Townsend) Dispatch Subcommittee and membership discussion.

After the executive session (see below) SL moved to address agenda item 2.1

SL informed the Board that the Fire-EMS Chief did not want to be on the Admin Board for Nashoba Dispatch and stated the Board needed to appoint another person. The Police Chief will continue to serve as the alternate member. Mr. Kreidler, Town Administrator stated he would be willing to serve on the Admin Board as most members are Town Administrators. Further discussion regarding the formation of a finance board ensued: Mr. Kreidler informed the Board the Town Accountant, Lauri Plourde did attend the first meeting. SL asked Mr. Kreidler to get clarification for the responsibilities of the newly created Finance Board.

SL stated she had reviewed the Admin Board meeting minutes and talked with folks. SL stated while WM is the appointed liaison for the communications group; SL requested she be able to represent the town in a meeting with Rep Harrington and other State Officials and would like the blessing of the Board of Selectmen to continue that work.

WM moved to appoint the Fire Chief to the Pepperell, Ashby, Townsend Communications Group. SL seconded. Unanimous vote.

SL asked for an official vote to continue her work with the Nashoba Dispatch discussions. WM moved that SL continue her work with Nashoba Valley Dispatch. SL seconded. Unanimous vote.

III. NEW BUSINESS – VOTES MAY BE TAKEN:

- 3.1 Review/Approve Change Order #8 in the amount of 2,635.00 for the West Townsend Fire Station Project.

The Board reviewed the change order as attached. WM moved to approve change order #8 in the amount of \$2,635.00 for the West Townsend Fire Station Project. SL seconded. Unanimous vote.

- 3.2 Review/Approve a Road Opening Permit for Unitil, RE: Cross Street
The Board reviewed the Road Opening Permit as attached. WM moved to approve the Road Opening Permit for Unitil regarding Cross Street. SL seconded. Unanimous Vote.

- 3.3 WM moved to approve one-day special licenses for Terri Roy, VFW Post #6538 for the following dates:
- October 27, 2018 with serving hours from 7:00P.M. to 11:00P.M. in conjunction with a birthday party.
 - November 10, 2018 with serving hours from 7:00P.M. to 11:00P.M. in conjunction with a birthday party.
 - November 17, 2018 with serving hours from 12:00P.M. to 4:00P.M. in conjunction with a baby shower.

SL seconded. Unanimous vote.

- 3.4 Review/Approve Classification and/or Vacancy in a Water Department Position.
The Board reviewed the classification documentation as attached. WM moved to approve the classification and vacancy in the water department. SL seconded. Mr. Kreidler explained the new position was voted by the Water Commissioners. Mr. Kreidler stated he received the job description last night and rated the position, (please see attached). The Board reviewed the current classifications for positions – (please see attached). Unanimous vote. Mr. Rafuse, Water Superintendent inquired if the position could be filled while Mr. MacEachern was still an employee. Mr. Kreidler informed the Superintendent and the Board, it is dependent upon any budgetary concerns and is in the control of the Water Commissioners.

SL moved to address V. Executive Session:

WM 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 for AFSCME Supervisory Union Lieutenant and AFSCME Police Union Grievance. SL seconded. WM amended the motion to reconvene in an open session. SL seconded. Roll call SL (YES) and WM (YES).

WM moved to close executive session and enter into regular session. SL seconded. Roll call vote: SL (YES) & WM (YES).

WM moved the Board of Selectmen ratify the addendum to the Supervisors contract for the Police Lieutenant and sign out of session. SL seconded. Unanimous Vote.

SL moved to address agenda item 2.1.

IV. WORK SESSION - VOTES MAY BE TAKEN:

4.1 Discussion, RE: Town Properties Bylaw.

The Board reviewed the bylaw – please see attached. Mr. Kreidler asked the Board to submit any edits or changes they'd like.

4.2 Discussion, RE: Selectmen's and Personnel Policies Revisions, Updates, Process, Matrix.

SL stated she would like the Board to step back and allow the newly Appointed Town Counsel to review and become familiar with the policies. SL asked that Attorney Costa attend the next Board meeting to discuss.

4.3 Discussion of Board Priorities for new Town and Labor Counsel.

The Board discussed priorities: Housing Authority Veterans Project, Charter Review, assistance with the Marijuana bylaws for the Planning Board, and Personnel Policies.

4.4 The Board tabled all policy review, agenda items 4.4 to 4.8 until Counsel can review.
Review/Approve BOS policy #6-2018 Personal Service Contract Administration (second reading)

4.5 Review/Discuss BOS policy #7-2018 Public Meeting Notice Posting Requirements.

4.6 Review/Discuss BOS policy #8-2018 Posting of All Lawsuit Documentation Once Served onto the Town Website

4.7 Review/Discuss BOS policy #9-2018 Social Media Policy.

4.8 Review/Discuss BOS policy #10-2018 Code of Conduct Policy.

4.9 Review/Discuss Town Administrator Goals & Objectives Status Report.

Mr. Kreidler gave the Board a status report – please see attached. Discussion included: communications, IT replacement equipment, IT & phone upgrades, and use of differing software and email servers. Additional conversation regarding the replacement for the Attorney hired for the cable contract.

4.10 Discussion RE: Town Administrator Evaluation Process & Job Description Revisions.

Mr. Kreidler explained how the performance evaluation process is outlined with the suggestion of waiting until March/April to conduct the process.

- 4.11 Discussion/set date for Town Administrator Evaluation.
WM moved to push out the Town Administrator's evaluation until March 31, 2019. SL seconded. Unanimous vote.
- 4.12 Request for 12/6/18 meeting, List/Discussion of pending articles for Special Town Meeting.
Mr. Kreidler informed the Board of what articles are pending to include: unregistered vehicles, Town Properties Committee, further stating he will send out notification to departments requesting they submit any pending articles/issues.
- 4.13 Boston Post Cane Award Announcement and Proclamation.
WM read the proclamation into the record - please see attached.
- 4.14 Board of Selectmen announcements, updates, and reports.
WM read information regarding the drug take back program - please see attached.
- 4.15 WM moved to review and sign the payroll and bills payable warrants out of session. SL seconded. Unanimous vote.

- V. EXECUTIVE SESSION - VOTES MAY BE TAKEN:
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 for AFSCME Supervisory Union Lieutenant and AFSCME Police Union Grievance.

SEE ABOVE UNDER 3.4

VI. ADJOURNMENT:

WM moved to adjourn the meeting at 8:55P.M. SL seconded. Unanimous vote.

Respectfully submitted by,

Carolyn Smart, Executive Assistant

Voted to approve the meeting minutes for the meeting of October 23, 2018, by the Board of Selectmen this
_____day of _____, 2018

THE COMMONWEALTH OF MASSACHUSETTS
Town of Townsend

LICENSE



The Licensee *or* Authorized representative, Terri Beck in accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
		Amateur Entertainment

Hon. Sue Lister Mayor/ Chairman of Board of Selectman, Townsend (City or Town)

Fees per occurrence (Individual Sunday(s)): Regular-Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

This license is granted and accepted, and the entertainment approved, upon the understanding that such entertainment that the licensee shall comply with the laws of the Commonwealth applicable to licensed entertainments, and also to the following terms and conditions: The licensee shall at all times allow any person designated in writing by the Mayor, Board of Selectmen, or Commissioner of Public Safety, to enter and inspect his place of amusement and view the exhibitions and performances therein; shall permit regular police officers, detailed by the Commissioner of Public Safety or Chief of the local Police Department to enter and be about this place of amusement during performances therein; may employ to preserve order in his place of amusement only regular or special police officers designated therefore by the Chief of Police, and shall pay to said Chief of Police for the services of the regular police officers such amount as shall be fixed by him; shall permit at all times to enter and be about his place of amusement such members of the Fire Department as shall be detailed by the Chief of the Fire Department to guard against fire; shall keep in good condition, go as to be easily accessible, such standpipes, hose, axes, chemical extinguishers and other apparatus as the fire department may require; shall allow such members of the fire department in case of any fire in such place, to exercise exclusive control and direction of his employees and of the means and apparatus provided for extinguishing fire therein; shall permit no obstruction of any nature in any aisle, passageway or stairway of the licensed premises, nor allow any person therein to remain in any aisle passageway or stairway during an entertainment; and shall conform to any other rules and regulations at any time made by the Mayor or Board of Selectmen. This license shall be kept on the premise where the entertainment is to be held, and shall be surrendered to any regular police officer or authorized representative of the Department of Public Safety. This license is issued under the provisions of Chapter 136 of the General Laws, as amended, and is subject to revocation at any time by the Mayor, Board of Selectmen, or Commissioner of Public Safety.

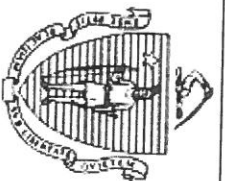
This application and program must be signed by the licensee or authorized representative of entertainment to be held. No Change to be made in the program without permission of the authorities granting and approving the license.

Do not write in this box

State Fee, \$ 50.00
Municipal Fee, \$ 50.00

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF Townsend

LICENSE



The Name of the Establishment is Seasons Palace & the Yet's Village in or on the property at No.

350 Main Street Townsend, MA (address)
The Licensee or Authorized representative, _____ in

accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
		Annual Entertainment

Hon. See list Mayor/ Chairman of Board of Selectman, Townsend (City or Town)
Fees per occurrence (Individual Sunday(s): Regular Hours (Sunday 1:00pm - Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm - Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

This license is granted and accepted, and the entertainment approved, upon the understanding that the licensee shall comply with the laws of the Commonwealth applicable to licensed entertainments, and also to the following terms and conditions: The licensee shall at all times allow any person designated in writing by the Mayor, Board of Selectmen, or Commissioner of Public Safety, to enter and inspect his place of amusement and view the exhibitions and performances therein; shall permit therein; may employ to preserve order in his place of amusement only regular or special police officers designated therefore by the Chief of Police, and shall pay to said Chief of Police for the services of the regular police officers such amount as shall be fixed by him; shall permit at all times to enter and be about his place of amusement such members of the Fire Department as shall be detailed by the Chief of the Fire Department to guard against fire; shall keep in good condition, go as to be easily accessible, such standpipes, hose, axes, chemical extinguishers and other apparatus as the fire department may require; shall allow such members of the fire department in case of any fire in such place, to exercise passageway or stairway of the licensed premises, nor allow any person therein to remain in any aisle passageway or stairway during an entertainment; and shall conform to any other rules and regulations at any time made by the Mayor or Board of Selectmen. This license shall be kept on the premise where the entertainment is to be held, and shall be surrendered to any regular police officer or authorized representative of the Department of Public Safety. This license is issued under the provisions of Chapter 136 of the General Laws, as amended, and is subject to revocation at any time by the Mayor, Board of Selectmen, or Commissioner of Public Safety.

This application and program must be signed by the licensee or authorized representative of entertainment to be held. No Change to be made in the program without permission of the authorities granting and approving the license.

Do not write in this box

State Fee, \$ 100
Municipal Fee, \$ 100

THE COMMONWEALTH OF MASSACHUSETTS
Town of Townsend

LICENSE



The Name of the Establishment is Bailey's Bar & Grill, LLC

183 Main St Unit 109 Townsend, MA 01469

in or on the property at No.

The Licensee or Authorized representative, Alber S. Mariano Jr (address)

accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
		Annual Entertainment with Special Hours

Hon. Sue Liso Mayor/ Chairman of Board of Selectman, Townsend (City or Town)

Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm - Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00 Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm - Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

This license is granted and accepted, upon the understanding that such entertainment that the licensee shall comply with the laws of the Commonwealth applicable to licensed entertainments, and also to the following terms and conditions: The licensee shall at all times allow any person designated in writing by the Mayor, Board of Selectmen, or Commissioner of Public Safety, to enter and inspect his place of amusement and view the exhibitions and performances therein; shall permit therein, may employ to preserve order in his place of amusement only regular or special police officers designated therefore by the Chief of Police, and shall pay to said Chief of Police for the services of the regular police officers such amount as shall be fixed by him, shall permit at all times to enter and be about his place of amusement such members of the Fire Department as shall be detailed by the Chief of the Fire Department to guard against fire; shall keep in good condition, go as to be easily accessible, such standpipes, hose, axes, chemical extinguishers and other apparatus as the fire department may require; shall allow such members of the fire department in case of any fire in such place, to exercise exclusive control and direction of his employees and of the means and apparatus provided for extinguishing fire therein; shall permit no obstruction of any nature in any aisle, passageway or stairway of the licensed premises, nor allow any person therein to remain in any aisle passageway or stairway during an entertainment; and shall conform to any other rules and regulations at any time made by the Mayor or Board of Selectmen. This license shall be kept on the premise where the entertainment is to be held, and shall be surrendered to any regular police officer or authorized representative of the Department of Public Safety. This license is issued under the provisions of Chapter 136 of the General Laws, as amended, and is subject to revocation at any time by the Mayor, Board of Selectmen, or Commissioner of Public Safety.

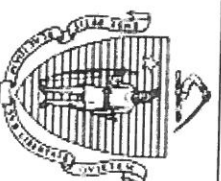
This application and program must be signed by the licensee or authorized representative of entertainment to be held. No Change to be made in the program without permission of the authorities granting and approving the license.

Do not write in this box

State Fee, \$ 100.00
Municipal Fee, \$ 100.00

THE COMMONWEALTH OF MASSACHUSETTS
Town OF Townsend

LICENSE



The Name of the Establishment is Bailey's on the Green, LLC PUBLIC ENTERTAINMENT ON SUNDAY

40 Scales Ln Townsend, MA 01469

in or on the property at No.

The Licensee or Authorized representative, Albear G. Mariano Jr (address) 22 in

accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
		<u>Annual Entertainment with Special Show</u>

Hon. See list Mayor/ Chairman of Board of Selectman, Townsend (City or Town)

Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm - Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00 Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm - Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

This license is granted and accepted, upon the understanding that such entertainment that the licensee shall comply with the laws of the Commonwealth applicable to licensed entertainments, and also to the following terms and conditions: The licensee shall at all times allow any person designated in writing by the Mayor, Board of Selectmen, or Commissioner of Public Safety, to enter and inspect his place of amusement and view the exhibitions and performances therein; shall permit therein; may employ to preserve order in his place of amusement only regular or special police officers designated therefore by the Chief of Police, and shall pay to said Chief of Police for the services of the regular police officers such amount as shall be fixed by him; shall permit at all times to enter and be about his place of amusement such members of the Fire Department as shall be detailed by the Chief of the Fire Department to guard against fire; shall keep in good condition, go as to be easily accessible, such standpipes, hose, exclusive control and direction of his employees and of the means and apparatus provided for extinguishing fire therein; shall permit no obstruction of any nature in any aisle, passageway or stairway of the licensed premises; nor allow any person therein to remain in any aisle passageway or stairway during an entertainment; and shall conform to any other rules and regulations at any time made by the Mayor or Board of Selectmen. This license shall be kept on the premise where the entertainment is to be held, and shall be surrendered to any regular police officer or authorized representative of the Department of Public Safety. This license is issued under the provisions of Chapter 136 of the General Laws, as amended, and is subject to revocation at any time by the Mayor, Board of Selectmen, or Commissioner of Public Safety.

This application and program must be signed by the licensee or authorized representative of entertainment to be held. No Change to be made in the program without permission of the authorities granting and approving the license.

Do not write in this box

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF TOWNSEND

This is to certify that: Robert W. Dickhaut

COOPERAGE, INC. dba THE TOWNSEND HOUSE
2 DEPOT STREET

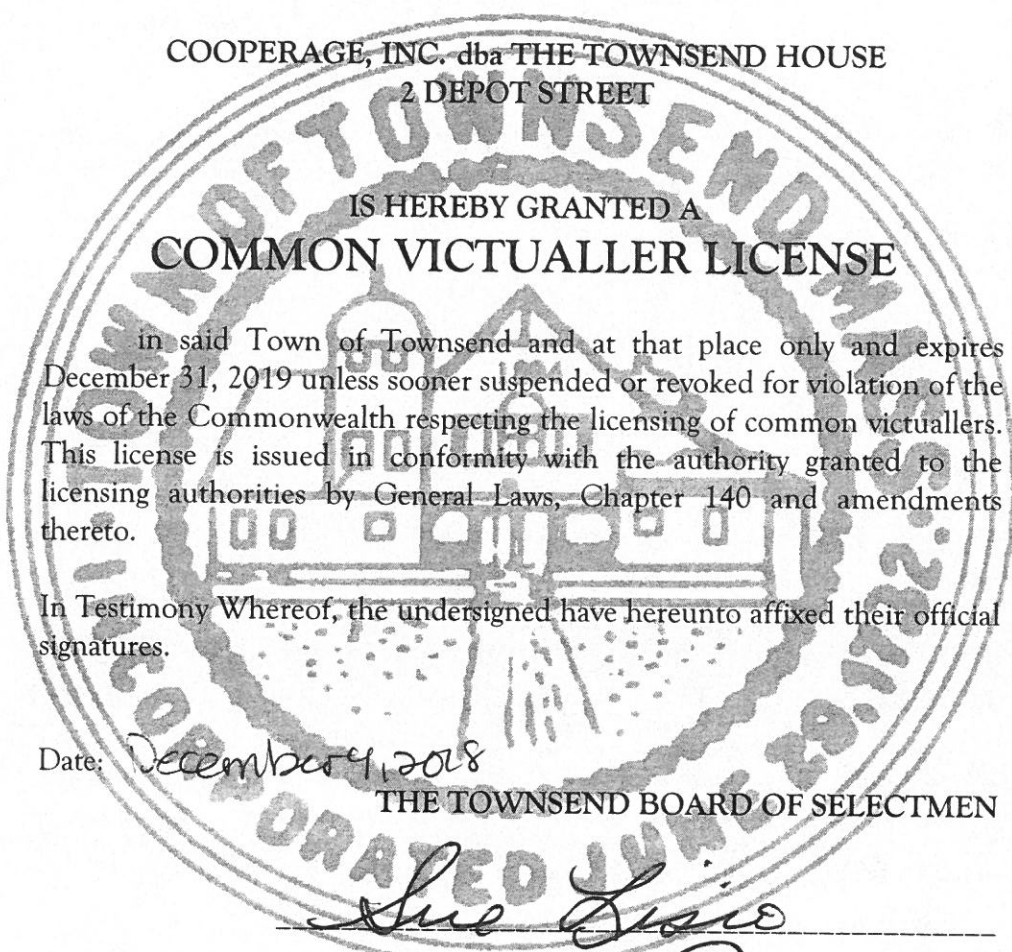
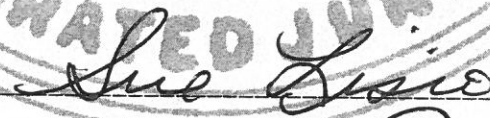
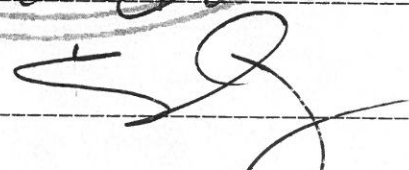
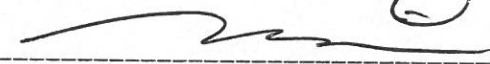
IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

in said Town of Townsend and at that place only and expires
December 31, 2019 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: December 4, 2018

THE TOWNSEND BOARD OF SELECTMEN

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF TOWNSEND

AGENT'S OR SELLER'S LICENSE - CLASS I
FOR THE SALE OF SECOND-HAND MOTOR VEHICLES

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

Thomas J. Cleary, President

whose principal business is the sale of new motor vehicles as a recognized agent of the:

TOWNSEND SALES & SERVICE INC

or who has a signed contract as required by Section 58, Class 1, is hereby licensed to purchase and sell, as incidental or secondary thereto, second-hand motor vehicles at No.

340 Main Street Townsend, MA


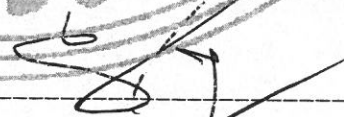

on premises described as follows: A 2.66 acre parcel classified commercial, with an auto dealership building consisting of 23,324 Square Ft.

SITE PLAN LIMITATIONS: No vehicles to be parked within (6) six feet of the sidewalk located on Main Street, Route 119

Date:

12/4/18

TOWNSEND BOARD OF SELECTMEN

THIS LICENSE EXPIRES JANUARY 1, 2020
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.

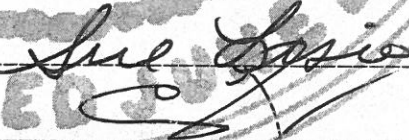
55 MAIN STREET TOWNSEND, MA


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: 12/4/18

TOWNSEND BOARD OF SELECTMEN





THIS LICENSE EXPIRES JANUARY 1, 2020
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.

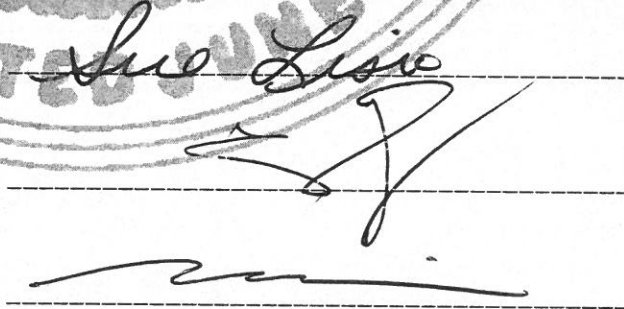
54 MAIN STREET TOWNSEND, MA.

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: 12/4/18

TOWNSEND BOARD OF SELECTMEN



THIS LICENSE EXPIRES JANUARY 1, 2020
THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE
UPON THE PREMISES

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that:

Chung Wai Yu

YEE'S VILLAGE 350 MAIN STREET

IS HEREBY GRANTED AN ENTERTAINMENT LICENSE

in said Town of Townsend and at that place only and expires December 31, 2019 unless sooner suspended or revoked for violation of the laws of the Commonwealth. 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN

Sue Lisio

[Signature]

[Signature]

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that:

Terri Roy

VFW POST #6538

491 A MAIN STREET

IS HEREBY GRANTED AN ENTERTAINMENT LICENSE

in said Town of Townsend and at that place only and expires December 31, 2019 unless sooner suspended or revoked for violation of the laws of the Commonwealth 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN

Sue Lisio

[Signature]

[Signature]

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: **Albert S. Mariano**

BAILEY'S BAR & GRILLE, LLC 18 MAIN STREET

IS HEREBY GRANTED AN
ENTERTAINMENT LICENSE

in said Town of Townsend and at that place only and expires December 31, 2019 unless sooner suspended or revoked for violation of the laws of the Commonwealth 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN

[Signature]

[Signature]

[Signature]

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: **Albert S. Mariano**

BAILEY'S ON THE GREEN, LLC 40 SCALES LANE

IS HEREBY GRANTED AN
ENTERTAINMENT LICENSE

in said Town of Townsend and at that place only and expires December 31, 2019 unless sooner suspended or revoked for violation of the laws of the Commonwealth. 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN

Sue Lizio

[Signature]

[Signature]

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: **Chung Wai Yu**

SEASON'S PALACE INC. dba YEE'S VILLAGE 350 MAIN STREET


IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

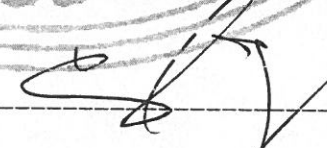
in said Town of Townsend and at that place only and expires December 31, 2019 unless sooner suspended or revoked for violation of the laws of the Commonwealth respecting the licensing of common victuallers. This license is issued in conformity with the authority granted to the licensing authorities by General Laws, Chapter 140 and amendments thereto.


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

Date: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN







THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that:

Robert Dickhaut

COOPERAGE, INC. dba THE TOWNSEND HOUSE 2 DEPOT STREET

IS HEREBY GRANTED AN
ENTERTAINMENT LICENSE

in said Town of Townsend and at that place only and expires December 31, 2019 unless sooner suspended or revoked for violation of the laws of the Commonwealth 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN

Sue Lizio

S.J.

[Signature]

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: **Mohamed Eldardir**

APRICOT DONUT, INC.
dba **GOURMET DONUTS** 210 MAIN STREET

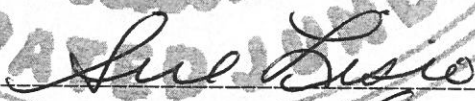
IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

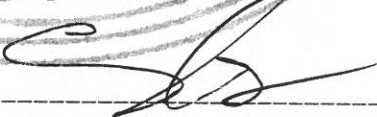
in said Town of Townsend and at that place only and expires December 31, 2019 unless sooner suspended or revoked for violation of the laws of the Commonwealth respecting the licensing of common victuallers. This license is issued in conformity with the authority granted to the licensing authorities by General Laws, Chapter 140 and amendments thereto.


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

Date: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN







THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: **Terri Roy**

VFW POST #6538 491 A MAIN STREET

IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

in said Town of Townsend and at that place only and expires December 31, 2019 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN

Sue Lizio
[Signature]
[Signature]

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: **Judy Knapp**

VICTORY DISTRIBUTORS, LLC
dba HANNAFORD SUPERMARKET 18 MAIN STREET

**IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE**

in said Town of Townsend and at that place only and expires December 31, 2019 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN

Sue Sisio

[Signature]

[Signature]

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: David Yee, Area Supervisor

MCDONALDS RESTAURANTS dba ADC Management Company
20 MAIN STREET


IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

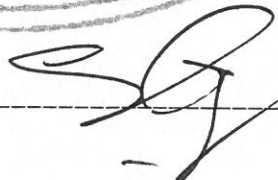
in said Town of Townsend and at that place only and expires
December 31, 2019 unless sooner suspended or revoked for violation of the
laws of the Commonwealth respecting the licensing of common victuallers.
This license is issued in conformity with the authority granted to the
licensing authorities by General Laws, Chapter 140 and amendments
thereto.


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

Date: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN







THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: Albert S. Mariano, Jr.

BAILEY'S BAR & GRILLE, LLC. 18 MAIN STREET

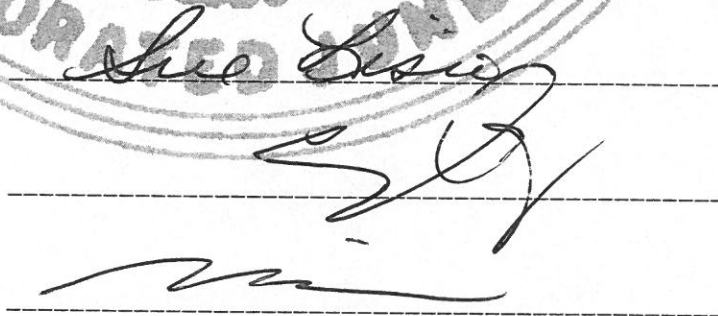
IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

in said Town of Townsend and at that place only and expires
December 31, 2019 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN



THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: **Albert S. Mariano, Jr.**

BAILEY'S ON THE GREEN, LLC. 40 SCALES LANE

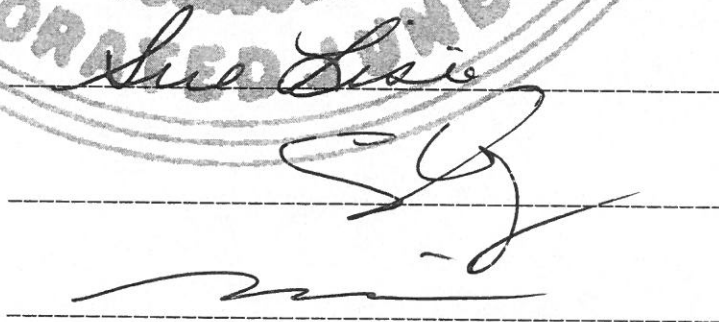
IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

in said Town of Townsend and at that place only and expires December 31, 2019 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN



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

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

NOT TO BE DRUNK ON THE PREMISES

To: Dada Maa Corporation d/b/a Townsend Package Store
224 Main Street Manager: Ranjitaben Patel

on the following described premises

One Floor Building with attic and basement. First Floor consists of Main Area, Wine Area, Storage Area and Back Storage. Total Square Ft. 3,948

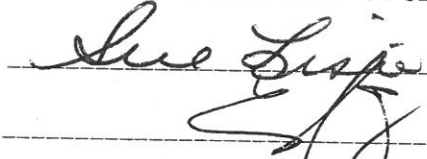
This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31, 2019 unless earlier suspended, cancelled or revoked.


IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 14th day of November 2018.

The Hours during which Alcoholic Beverages may be sold are from 8:00 A.M. to 11:00 P.M. Monday through Saturday; 10:00 A.M. to 11:00 P.M. on Sunday.

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

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: Season's Palace, #3, Inc. d/b/a YEE's Village
350 Main Street Manager: Chung Wai Yu

on the following described premises

Kitchen Area/Walk-in cooler, Front Storage Closet, Porch Dining Area & Reception Area.
Rear Storage, Dining Area, Lounge Dining Area.

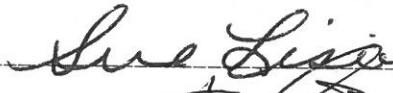

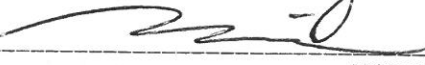
This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. **This license expires December 31, 2019** unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 4th day of November 2018.

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. to 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

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

COMMON VICTUALLER

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

TO BE DRUNK ON THE PREMISES

To: Bailey's Bar & Grille, LLC
18 Main Street Unit 109 Manager: Albert S. Mariano, Jr.

on the following described premises

Kitchen Area/Walk-in cooler, Front Storage Closet, Porch Dining Area & Reception Area. Rear Storage, Dining Area, Lounge Dining Area.

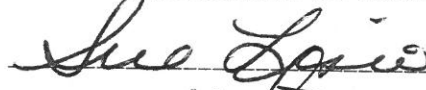

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires **December 31, 2019** unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 4th day of November 2018.

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. to 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

LICENSE ALCOHOLIC BEVERAGE
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: **Bailey's on the Green, LLC**
40 Scales Lane Manager: **Albert S. Marino, Jr**
on the following described premises

Function hall (seating capacity 309), Total Square Ft., 4,620 Restaurant area with outdoor patio (seating capacity 100). Total Square Ft., 7,142. Plus food and cold beverage golf cart to serve entire golf course.

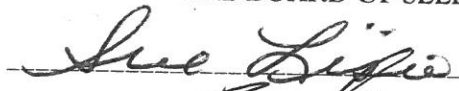


This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. **This license expires December 31, 2019** unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 4th day of November 2018.

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. to 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

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: **Cooperage, Inc. d/b/a Townsend House Restaurant**
2 Depot Street Manager: Robert Dickhaut

on the following described premises:

Dining Room 1 & Lounge (seating capacity 75), Dining Room 2 (seating capacity 60),
storage, kitchen, service area, game room and 4 restrooms. Total Square Ft., 3,152

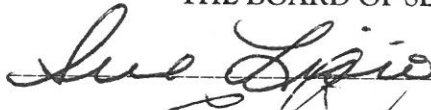

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. **This license expires December 31, 2019** unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 4th day of November 2018.

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. to 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

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

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

NOT TO BE DRUNK ON THE PREMISES

To: Chanchetha Corporation d/b/a The Wine Nook

18 Main Street Manager: Chanchetha Un

on the following described premises:

One floor area consisting of retail area, storage area, Refrigeration area and restroom area.
total square ft., 2,400

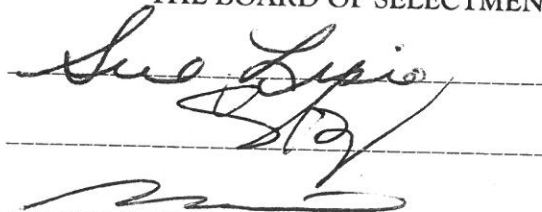
This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. **This license expires December 31, 2019** unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 4th day of November 2018 .

The Hours during which Alcoholic Beverages may be sold are from 8:00 A.M. to 11:00 P.M. Monday through Saturday; 10:00A.M. to 11:00P.M on Sunday.

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

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

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

TO BE DRUNK ON THE PREMISES

To: Townsend Post #6538
491A Main Street

V.F.W. of the United States
Manager: Terri Roy

on the following described premises:

Wood Frame Building one area two floors, other one floor, total square footage is 6,800.
Seating & Serving capacity equals 100.

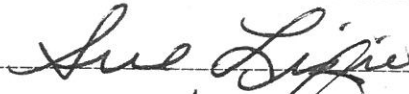
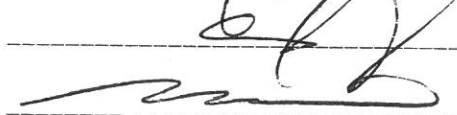
This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. **This license expires December 31, 2019** unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 4th day of November 2018.

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. to 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: **Kenneth Saucier**

**SOUTH FITCHBURG HUNTING & FISHING CLUB
60 WARREN ROAD**

IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

in said Town of Townsend and at that place only and expires December 31, 2019 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN

Sue Lizio
[Signature]
[Signature]

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: Frank J. Catalano

F.J. CATALANO ENTERPRISES, INC.
dba DUNKIN DONUTS 28 MAIN STREET

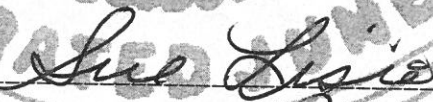
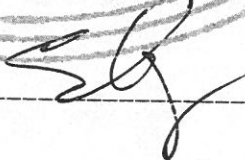

IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

in said Town of Townsend and at that place only and expires December 31, 2019 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF TOWNSEND

This is to certify that: Steve Catalano

COURTNEY'S DONUTS LLC
dba DUNKIN DONUTS 17 ELM STREET

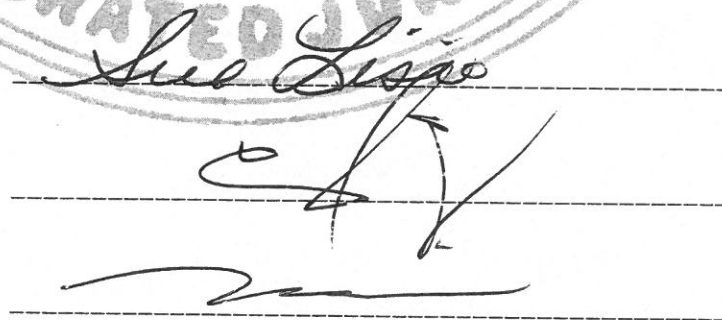
IS HEREBY GRANTED A
COMMON VICTUALLER LICENSE

in said Town of Townsend and at that place only and expires
December 31, 2019 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: 12/4/18

THE TOWNSEND BOARD OF SELECTMEN



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

RETAIL PACKAGE STORE

License to Expose, Keep for Sale, and to Sell
Wine and Malt Beverages

NOT TO BE DRUNK ON THE PREMISES

To: Girish Patel
440 Main Street

d/b/a Old Brick Store
West Townsend, MA 01474

on the following described premises

One room, all on one floor consisting of store area including 24x12 (1,482 Sq. Ft.) office and storage area. Total square ft, 1,802

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, 2019** unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this fourth day of December 2018.

The Hours during which Alcoholic Beverages may be sold are from 8:00 A.M. to 11:00 P.M. Monday through Saturday; 10:00 A.M. to 11:00 P.M. on Sunday.

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:

Sue Lissie

[Signature]

LICENSING BOARD

