



## TOWN OF TYNGSBOROUGH

Office of the Selectmen

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### Board of Selectmen Meeting Minutes

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Monday February 1, 2010

6:00 P.M.

Town Offices

Members Present: Selectman Rich Lemoine, Selectman Robert Jackson, Selectwoman Ashley O'Neill, Selectwoman Karyn Puleo, Selectwoman Elizabeth Coughlin.

Staff Members Present: Interim Town Administrator Norman Thidemann and Admin Assistant Therese Gay.

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The Chairman called the meeting to order, the Board was introduced and the Clerk read the agenda.

1. 6:00 P.M. Westford Road Project Update – Walter Eriksen

Mr. Walter Eriksen and Mr. Scott Eriksen were present this evening to give an update on where they are at on the Westford Road Project. To date he has presented to the Planning Board, will be meeting with the NMCOG has had meetings with the Sewer Dept., the EEAC and the Town EDC and Conservation. He has set up a web site outlining the details of the proposed development. The work on the engineering and architectural design is continuing. There is a number of utility service distribution companies have issued a request for proposal for renewable energy facilities. We are moving forward and all is looking positive. The Board thank Mr. Eriksen for the update.

2. Citizen/Business Time

No one came forward.

3. Other Business

A. Approve Minutes – Executive Session of Monday, September 21, 2009, and approve but not release the Executive Session of Monday, October 19, 2009 and Monday, January 11, 2010.

Meeting Minutes of Monday, September 28, 2009, Monday, October 5, 2009, Monday, January 4, 2010, Tuesday, January 12, 2010, Thursday, January 14, 2010, Monday, January 11, 2010.

The Board voted 5-0 on a motion by Selectwoman O'Neill, second by Selectwoman Puleo to approve the Executive Session Minutes of Monday, September 21, 2009; and approving but releasing the minutes of Monday October 19, 2009 and Monday, January 11, 2010.

The Board voted 5-0 on a motion by Selectwoman O'Neill, second by Selectwoman Puleo to approve the minutes of Monday, September 28, 2009, Monday, October 5, 2009, Monday, January 4, 2010, Tuesday, January 12, 2010, Thursday, January 14, 2010. The Minutes of January 11, 2010 have been deferred to their next scheduled meeting.

B. One Day Special Liquor License Request – Greater Lowell Technical High School,  
Pawtucket Blvd.

The Board voted 5-0 on a motion by Selectwoman O'Neill, second by Selectwoman Puleo to approve the One Day Special License request to the Greater Lowell Technical High School for their Superintendents' Dinner on Wednesday, March 3, 2010 with a snow date of Thursday, March 4, 2010 for approximately 300 guests from 5:00 PM to 11:00 PM.

C. Appoint Alternate Member to the Zoning Board of Appeals

The Board voted 5-0 on a motion by Selectwoman O'Neill, second by Selectwoman Puleo to appoint Scott Bordeleau as an alternate member of the Zoning Board of Appeals.

C. Discussion – Town Administrator's Position

The Chairman announced the hiring of Michael Gilleberto as the next Town Administrator. The Board thanked the Steering Committee for their hard work in submitting two names to the Board for consideration. The Board then interviewed the 2 candidates, the candidates were invited to spend a couple of hours at the town hall to speak to the department managers. And on Friday the Board voted to appoint Michael Gilleberto.

4. Correspondence

The Board voted 5-0 on a motion by Selectman Jackson, second by Selectwoman Puleo, for discussion, to accept the correspondence. For the discussion, the letter from Attorney Chambers referencing the affordable unit that is for sale, the Town through its Tyngsborough Housing Authority decided to not pursue the purchase. There is information on Thirsty's clearing and graveling a parking without the proper permits. The Board has asked for a summary from Town Officials on Thirsty's and will discuss at their meeting on Monday, Feb 22<sup>nd</sup>. The Selectmen are invited to the Valentine luncheon at the COA. The school is looking for the reimbursement from FEMA re the ice storm last December. The High School Principal asking if the Board will again donate scholarships to students this year.

5. Selectmen's Notes

The Scholarship's Trust Trivia night was a great night out. Announcing the Special Town Meeting will be Tuesday, March 2, 2010 at 7:00 P.M. at the Tyngsborough Elementary School and the Board thanks all of the voters for turning out to vote at the special election.

6. Town Administrator's Notes

A. Appointment discussion

The Administrator received correspondence from the Sewer Commission asking the Board to appoint their new Administrator. They have interviewed candidates and have selected one that will be an asset to the commission.

The Board voted 5-0 on a motion by Selectwoman Puleo, second by Selectman Jackson to appoint Peter Larffarello as the Administrative Assistant to the Sewer Commission. The appointment was based on the Commission's recommendation.

B. Budget Update

The budget is currently being refined the numbers for Health Insurance will be in on Wednesday, the State Aid is level funded and I will be meeting with the Financial Team tomorrow morning.

7. Work Session (if needed)

A. Special Town Meeting Warrant Update

The Board voted 5-0 on a motion by Selectwoman O'Neill, second by Selectman Jackson to enter into a work session to discuss the Special Town Meeting Warrant. The Board entered into a work session at 6:55 P.M.

The Administrator went through the warrant articles most of which are financial obligation to balance this FY's budget.

B. Ambulance Contract RFP

The ambulance contract which we are part of with Dracut, and Dunstable is currently being reviewed and Dracut has in the process of submitting an RFP and wanted to know if we wanted to take part, the Town said yes. The Fire Chief is also on board. I will get a copy for the Board to review.

C. February 8<sup>th</sup> Budget Hearings

The Monday February 8 budget meeting will be a long night many of the Departments are schedule to come in and present their budgets.

8. Executive Session (if needed)

The Board voted 5-0 on a motion by Selectwoman O'Neill, second by Selectman Jackson to enter into an executive session to discuss a personnel matter. Roll Call Vote: Selectwoman Karyn Puleo, yes; Selectman Robert Jackson, yes; Selectman Rich Lemoine, yes; Selectwoman Elizabeth Coughlin, yes, Selectwoman Ashley O'Neill, yes.

The Board voted 5-0 on a motion by Selectwoman Puleo, second by Selectman Jackson to approve the \$.25 increase in pay for the Council on Aging bus drivers, the funds come from the LRTA Grant that the Council receives. Roll Call Vote: Roll Call Vote: Selectwoman Karyn Puleo, yes; Selectman Robert Jackson, yes; Selectman Rich Lemoine, yes; Selectwoman Elizabeth Coughlin, yes, Selectwoman Ashley O'Neill, yes.

The Board voted 5-0 on a motion by Selectwoman O'Neill, second by Selectman Jackson to exit executive session and to return to open session to adjourn. Roll Call Vote: Selectwoman Karyn Puleo, yes; Selectman Robert Jackson, yes; Selectman Rich Lemoine, yes; Selectwoman Elizabeth Coughlin, yes, Selectwoman Ashley O'Neill, yes.

9. Adjournment

The Board voted 5-0 on a motion by Selectwoman Puleo, second by Selectman Jackson to adjourn the meeting. The meeting was adjourned at 8:20 P.M.

Respectfully submitted by,

Therese Gay  
Admin Assistant

Approved by: 2/8/10