



TOWN OF TYNGSBOROUGH

Office of the Board of Selectmen

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

Tel: (978) 649-2300 Ext. 100 | Fax: (978) 649-2320

REVISED: Feb. 9, 2015

Board of Selectmen Meeting Notice

Tuesday, February 10, 2015 at 6:00 P.M.

Community Room, Town Offices, 25 Bryants Lane

The listing of matters are those reasonable anticipated by the Chairman which may be discussed at the meeting. Not all items listed may in fact be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law.

1. 6:00 PM Open Meeting

2. Meeting Minutes

A. January 26, 2015

3. Old Business

A. Review and Vote on Special Town Meeting Articles for upcoming meeting.

4. New Business

A. Request to fill vacancy: Media Associate

5. Old Business

- A. Greater Lowell Technical High School – one day special liquor license reschedule
- B. Any other business that may come before the Board.

6. Joint Meeting with Finance Committee

A. Snow and Ice Budget – increase request

7. Attend/Participate in Special Town Meeting

8. Adjournment

Future Meetings

Monday, February 23, 2015 at Tyngsborough Town Offices, 25 Bryants Lane

Monday, March 9, 2015 at Tyngsborough Town Offices, 25 Bryants Lane





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Board of Selectmen Meeting Minutes

APPROVED

Tuesday, February 10, 2015 at 6:00 P.M.

Community Room, Town Offices, 25 Bryants Lane

Members Present: Selectman Robert Jackson, Selectman Rick Reault, Selectwoman Karyn Puleo, Selectman Corliss Lambert and Selectman William Gramer.

Staff Present: Curt Bellavance, Town Administrator, Nina Nazarian, Assistant Town Administrator and Therese Gay, Administrative Assistant.

The listing of matters are those reasonable anticipated by the Chairman which may be discussed at the meeting. Not all items listed may in fact be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law.

1. 6:00 PM Open Meeting

The Chair opened the meeting at 6:00 PM

2. Meeting Minutes

A. January 26, 2015

The Board voted 4-0-1 on a motion by Selectwoman Puleo, second by Selectman Reault to approve the Minutes of Monday, January 26, 2015. Selectman Lambert abstains from voting.

3. Old Business

A. Review and Vote on Special Town Meeting Articles for upcoming meeting.

The Board reviewed the following articles and voted to recommend these articles, these articles were voted on to place on the warrant at the January 15 and January 26, 2015 meetings and some recommendations were made. The voted to recommend the remaining articles.

Article 2. To see if the Town will vote to appropriate the sum of \$1,600,000.00 by borrowing for road reconstruction and/or repairs, engineering, and drainage, including all costs incidental or related thereto, to be expended by the Board of Selectmen, and to determine whether this appropriation shall be raised by borrowing or otherwise; provided that any borrowing authorized be expressly contingent upon the Town voting to approve a proposition 2½ debt exclusion referendum question at a town election to be held, or any other action relative thereto. Submitted by: Board of Selectmen The Board voted to place on the Special Town Meeting Warrant on Monday, January 26, 2015.

The Board voted 4-0-1 on a motion by Selectman Jackson, second by Selectman Reault to support Article 2. Selectwoman Puleo abstains from voting, she sees the need for a Capital Asset schedule.

Article 4. To see if the Town will vote to appropriate by transfer from available funds, and/or appropriate by transfer from one or more municipal government accounts a sum of money to supplement various municipal government groups for fiscal year 2015, or take any other action relative thereto. Submitted by: Board of Selectmen, School Committee

FROM: Free Cash \$60,663.34

TO: Acct. #251-422-4600 Chapter 90 \$ 663.34

Acct. #900-210-3010 Police Detail Fund \$60,000.00 (was added to the article)

The Board voted to place this article on the Special Town Meeting, this article was amended to include the additional \$60,000 to the Police Detail Account.

The Board voted 5-0-0 on a motion by Selectman Jackson, second by Selectwoman Puleo to recommend Article 4 as amended.





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Article 6. To see if the Town will vote to authorize the Board of Selectmen to accept, for no monetary consideration, the conveyance of the following property (Senior Center) from Tyngsboro Partners, LLC upon terms and conditions deemed by the Board of Selectmen to be in the best interest of the Town. That a certain parcel of land, together with all buildings and improvements thereon, located at 169 Westford Road in Tyngsborough, Middlesex County, Massachusetts a lot containing 1.85 acres.

The Board voted to place Article 6 on the Special town Meeting Warrant as amended at the Monday, January 26, 2015 meeting. The wording was amended for placement on the warrant.

The Board voted 5-0-0 on a motion by Selectwoman Puleo, second by Selectman Jackson to recommend Article 6.

Article 7. To see if the town will accept the provisions of MGL Chapter 44 Section 55C – Affordable Housing Trust Fund as defined in the Special Town Meeting Warrant. The Board voted to place Article 7 on the Special Town Meeting Warrant at their Monday, January 26, 2015 meeting.

The Board voted 5-0-0 on a motion by Selectwoman Puleo, second by Selectman Reault to recommend Article 7.

Article 8. To see if the Town will vote to transfer \$26,745.63 from Receipt Reserved for Appropriation for Affordable Housing account to the Affordable Housing Trust Fund. These funds were received on April 23, 2013 and held in a receipt reserved account pending the creation of an Affordable Housing Trust to support affordable housing with the Town; or take any other action relative thereto.

Submitted by: Board of Selectmen

The Board to place Article 8 on the Special Town Meeting Warrant at their Monday January 26, 2015 meeting.

The Board voted 5-0-0 on a motion by Selectwoman Puleo, second by Selectman Reault to recommend Article 8.

Article 9. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to pass an act entitled, “An Act Authorizing the town of Tyngsborough to grant Additional Licenses for the Sale of Alcoholic Beverages” etc. The Board voted to place Article 9 on the Special Town Meeting Warrant at their Monday, January 26, 2015 meeting.

The Board voted 5-0-0 on a motion by Selectwoman Puleo, second by Selectman Reault to recommend Article 9.

The Board voted 5-0-0 on a motion by Selectwoman Puleo, second by Selectman Reault to recommend Articles 10, 11 and 12 as they appear on the Special Town Meeting Warrant.

Article 13. To see if the Town will vote to amend the Town of Tyngsborough Zoning Map, Assessor’s Map 20, Lot 119 (4 Cassaway Drive) from Business-1 to Business-2; Submitted by: Citizen Petition The Board voted to place Article 13 at their Monday, January 26, 2015 meeting.

The Board will hear the presentation at the meeting before commenting.





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4. New Business

A. Request to fill vacancy: Media Associate

The Board reviewed the request to fill the Media Associate vacancy. The position became vacant when the Board appointed the media associate, Mr. Machado, to the position of Media Program Coordinator. The Board voted 5-0-0 on a motion by Selectwoman Puleo, second by Selectman Reault to advertise for a new part-time, non-benefitted position that will work up to 18 hours per week as needed at an hourly wage of \$15.00.

5. Old Business

A. Greater Lowell Technical High School – One Day Special Liquor License - Reschedule

The Board voted 5-0-0 on a motion by Selectwoman Puleo, second by Selectman Reault to approve a One Day Special Liquor License to the Greater Lowell Technical High School for the annual Superintendent's dinner on Wednesday February 25, 2015 with a snow date of Thursday, February 26, 2015 from 5PM to 11PM for approximately 200 guests and to waive the fee.

B. Any other business that may come before the Board.

Selectwoman Puleo asked Town Counsel if the Board of Selectmen could act on matters which were intended to have been taken up by the Board at its Monday, February 9, 2015 meeting, but had to defer due to a winter storm. Town Counsel indicated that it would be reasonable for the Board to take up such items.

The Frost Road at Norris Road Traffic Signal.

Due to the very tight project schedule for the Frost Road at Norris Road Traffic Signal project, the Assistant Town Administrator's recommendation to the Board is to vote to authorize the expenditure of up to \$250,000 in Chapter 90 funding for the construction of the Frost Road at Norris Road Traffic Signal, pending Chapter 90 funding approval from the State. The Board voted 5-0-0 on a motion by Selectwoman Puleo, second by Selectman Reault to authorize the expenditure of up to \$250,000 in Chapter 90 funding for the construction of the Frost Road at Norris Road Traffic Signal, pending Chapter 90 funding approval from the State. Selectman Lambert suggested the Board look at alternate remedy as lower speed rates and signals that would be on an as needed cycle.

Old Town Hall Policy – Amend

The Board discussed the proposed changes to amend sections 3.1 and 3.2; the new amendments are 3.1 Reservation requests should be made a minimum of four weeks in advance of the requested date to allow for review. If the request is not seeking any waivers from this Policy and the request does not include the serving of alcohol, the Board of Selectmen authorizes the Town Administrator to approve or deny the request. Under no circumstances will the Town Administrator grant any waivers. The Board of Selectmen will be notified of every request that is approved or denied. Section 3.2 - If a request to use the Old Town Hall is denied by the Town Administrator, that decision can be appealed to the Board of Selectmen at their next regularly scheduled meeting. In the event that the request is seeking any type of waiver, the Board of Selectmen at their next regularly scheduled meeting. In the event that the request is seeking any type of waiver, the Board





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of Selectmen must review and approve the request. The Board voted 5-0-0 on a motion by Selectwoman Puleo, second by Selectman Reault to approve the changes to Sections 3.1 and 3.2 of the Old Town Hall Policy. Selectman Lambert asked if it were possible to see the accounts, and spoke to the close out of the article for use to repair any damages to the building.

Weekly Warrant:

The Town Administrator read the following weekly warrants: Warrant #31Vet for \$11,469.75 on 02/02/2015; Warrant #31B for \$318,734.72 on 02/02/2015; Warrant #32P for \$883,302.57 on 2/9/2015; Warrant #32B for \$933,184.91 on 2/9/2015; and Warrant #32S for \$188,318.25 on 2/9/2015.

6. Joint Meeting with Finance Committee

Finance Committee members present: Darryl Wickens, Paul Morin, and Burt Buchman, joined the Board of Selectmen to vote on the Snow and Ice Budget request submitted by the Highway Department Senior Foreman.

A. Snow and Ice Budget – increase request

The Board voted 5-0-0 on a motion by Selectman Lambert, second by Selectman Reault, the following: In accordance with Chapter 44, section 31D, Massachusetts General Laws we the Board of Selectmen, and we the Finance Committee, do hereby authorize the Town Accountant to issue warrants and the Town Treasurer to pay such warrants in excess of funds for snow and ice removal, such warrants not to exceed \$200,000.00. Expenditures made under this authority shall be certified to the Board of Assessors and included in the next annual tax rate.

The Finance Committee voted 4-0-0 on a motion by Member Buchman, second by Member Morin, the following: In accordance with Chapter 44, section 31D, Massachusetts General Laws we the Board of Selectmen, and we the Finance Committee, do hereby authorize the Town Accountant to issue warrants and the Town Treasurer to pay such warrants in excess of funds for snow and ice removal, such warrants not to exceed \$200,000.00. Expenditures made under this authority shall be certified to the Board of Assessors and included in the next annual tax rate.

The Board of Selectmen and the Finance Committee Members signed the approval to authorize the expenditure of funds from the Snow and Ice Budget.

The Board recessed their meeting at 6:50 PM to attend and participate in the Special Town Meeting forum.

7. Attend/Participate in Special Town Meeting

Before the start of the Special Town Meeting Selectwoman Puleo read the following commendation to the Police Officers and Firefighters for saving the life of an individual who had jumped off the Tyngsborough bridge. The Commendation reads as follows: The Police Chief and the Fire Chief felt it important to recognize and commend the efforts of the following Police Officers and Firefighters for a job well done in their rescue operation that saved the life of an individual who jumped from the bridge. The Officers responding were Deputy Chief Chronopoulos, Lt. Woods, Sgts. Jack and Steve Manning, Sgt. Bourque, Sgt. Shay, Officer Walsh, Officer Rubino and Reserve Officer Leach. The Firefighters responding were Deputy Chief Jason Newton, Capts. Newton, Russell, Blanchette, Firefighters Calthorpe, Coburn, Burndrett, Pelletier and Carhart. With their efforts saved the individual and was transported to the hospital.





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At this time the Chief of Police, Richard Howe, introduced the newest member to the Tyngsborough Police Department, his name is K-9 Jagr. K-9 Officer Rider and K-9 Jagr have successfully completed K-9 patrol school, they trained for the past 12 weeks with Boston PD's K-9 training program. The team excelled in all areas. The Chief is in the process of submitting paperwork for the Town to receive a \$14,000 reimbursement for overtime expenses from the grant foundation. In the fall the K-9 team will attend the narcotics interdiction training for 4 weeks, this will complete their initial training.

The Moderator called the Special Town Meeting to order at 7:00 PM followed by the Pledge of Allegiance. At the conclusion of the Special Town Meeting the voted to adjourn.

8. Adjournment

The Board voted 5-0-0 on a motion by Selectwoman Puleo, second by Selectman Reault to adjourn the Selectmen's meeting at 9:00 PM.

Respectfully submitted,

Therese Gay
Admin Assistant

Approved on: Monday, February 23, 2015

