



# 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

## Board of Selectmen Meeting Notice

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**Monday, March 30, 2015 at 6:00 P.M.**

Community Room, Town Offices, 25 Bryants Lane

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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/Pledge of Allegiance/Board Introduction/Read Agenda**

**2. Citizen/Business Time**

Citizens or business owners may contact the Office of the Selectmen to request to address the Selectmen during citizen/business time. Citizens or business owners who have not contacted the Office of the Selectmen in advance may address the Board of Selectmen on matters of interest to the public for not more than five (5) minutes.

**3. Old Business**

- A. Legislative Priorities
- B. Indian Lane – update
- C. Discussion of potential Warrant Articles
- D. Public Meetings – videotaping

**4. 6:30 PM Joint Budget Hearing #2 (with Finance Committee)**

Sewer Enterprise Fund, Town Clerk, Health Insurance, Revenue Share

**5. Adjournment**

### Future Meetings

**Monday, April 6, 2015 at Tyngsborough Town Offices, 25 Bryants Lane**

**Monday, April 13 2015 at Tyngsborough Town Offices, 25 Bryants Lane**





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Board of Selectmen Meeting Minutes

**APPROVED**

Monday, March 30, 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, Selectman William Gramer.

Staff Present: Town Administrator Curt Bellavance, Admin Assistant Therese Gay.

Assistant Town Administrator Nina Nazarian was not present this evening.

The Finance Committee Members Present: Darryl Wickens, Burt Buchman, Paul Morin, Scott Hammer, and Eric Sondhi

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. "The following meeting is being recorded and will be aired on our local cable access channels on Comcast and Verizon FIOS. A recording of this meeting will also be available for viewing on our town's website - tyngsboroughma dot gov. Also, after instruction from the State Fire Marshall and the Tyngsborough Fire Chief, in the event of an emergency, there is an exit to my left and directly across from me, along the back wall."

## **1. 6:00 PM Open Meeting/Pledge of Allegiance/Board Introduction/Read Agenda**

The Chair opened the meeting followed by the Pledge of Allegiance; the introduction of the Boards, and the reading of the Agenda by Selectwoman Puleo.

## **2. Citizen/Business Time** – No one came forward this evening.

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## **3. Old Business**

### **A. Legislative Priorities**

The Administrator presented a draft of the letter to be sent to our legislators detailing our priorities. Some discussion by the Board. The Board was in agreement of the short list and Selectman Lambert added that it would be helpful to submit one strong example along with the request, the Board is in agreement.

### **B. Indian Lane – update**

The Administrator updated the Board on the subject of Indian Lane. The Administrator received a response from Mr. Gray informing him he is no longer the Director of Right of Ways and that letter was forwarded to the new Director of Right of Ways. He is awaiting a response.

### **C. Discussion of potential Warrant Articles**

The Administrator presented the draft of the Warrant for the May 19 Town Meeting. He has used the listing from last year for the articles and is looking into combining articles 12 to 16 and has placed some articles under new or miscellaneous, the Planning Board is looking to amend the Zoning by-laws' Table of Uses and we received one citizen's petition. Article 9 is the town's operating budgets.

### **D. Public Meetings – videotaping**

The Administrator updated the Board on the process of videotaping all of the Board's meetings, most of the Board of Selectmen's Meeting Minutes - March 30, 2015



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Board meet in rooms set up for videotaping. There is additional equipment is needed but will be in shortly. The Board is in agreement of a notice to be sent to everyone about the videotaping.

6:22 PM - The Board took a brief recess.

6:30 PM – the Board reconvened their meeting. The Finance Committee Members joined the Board for the 6:30 PM Joint Budget Hearing #2. Finance Committee Members Present were Darryl Wickens, Burt Buchman, Scott Hammer, Paul Morin, and Eric Sondi. The Finance Committee Members entered into session.

#### **4. 6:30 PM Joint Budget Hearing #2 (with Finance Committee)**

Sewer Enterprise Fund, Town Clerk, Health Insurance, Revenue Share

The Sewer Commissioners, Jeff Hannaford, Brian Martin and Fred Perrault, were present this evening to review their budget and answer any questions relevant to their budget. Mr. Hannaford gave a brief presentation and answered questions. The Commission is looking to eliminate one position and they have paid their obligation to North Chelmsford for capacity. After a brief discussion the Sewer Commissioners had nothing else to add. The Board thanked the Sewer Commission for coming in and presenting their budget.

The Town Clerk, Joanne Shifres, presented her budget the only increase is in the salary line, next year the polling places will go from 4 down to 2, there could be a saving in the area of police details as she would need only two details. The Board thanked the Town Clerk for coming in and presenting her budget.

The Town Administrator and the Town Financial Coordinator/Town Treasurer and the Town Accountant presented the remaining budget items. The Health Insurance, Unemployment, Workers Compensation, and other unclassified. The Administrator submitted a budget summary sheet showing revenues. The Board thanked everyone for working on the budget, the Capital Asset Committee Members have not met they will be meeting on Thursday. The School Department is meeting on Monday April 6 with the Finance Committee Members and the Board of Selectmen.

#### **5. Adjournment**

The Board voted 5-0-0 on a motion by Selectman Reault, second by Selectwoman Puleo to adjourn the meeting. The meeting adjourned at 8:00 PM.

Respectfully submitted  
Therese Gay  
Admin Assistant

Approved on: Monday, April 13, 2015