

BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
June 4, 2012
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054

CALL TO ORDER: Chair Donald Hendon called the meeting to order at 7:30 p.m. The following persons were present: Chair Donald Hendon, Vice Chair Charles Vecchi, Clerk Andrea Wagner, Town Administrator Charles Aspinwall and Administrative Assistant Jennifer Cederberg.

ANNOUNCEMENTS: Memorial Day Parade; Paul Ryder cleaning historical display cases.

WAITE'S MILL PARK PARKING: Sel. Wagner read the hearing notice. Mr. Aspinwall reviewed the history of the parking area for Waite's Mill Park and its relationship to the Pleasant Street Bridge project. He stated that the parking area is being used by commercial vehicles both during the day and overnight, prohibiting residents who wish to visit the park for recreational purposes to find a suitable place for their vehicle. He asked the Board to consider whether or not a parking limit should be imposed in this particular area. He reviewed the options that the Board could consider and noted that there could be time limits, no overnight parking, etc. Sel. Wagner asked for clarification on the size of the parking area. Mr. Aspinwall noted that the parking area has been downsized since the Pleasant Street Bridge project was completed.

Norm Valour from Pleasant Street stated that he has been living there since 1990 and have maintained the area and that there has never been a problem with the usage of this space. He admitted that he is the business owner whose vehicles have been utilizing this area and that other individuals use it as well. He stated that his workers use the area for their personal vehicles and not for commercial vehicles. He said that this topic is a non-issue. Sel. Wagner asked when his company is using this area. He stated that his workers use this area for convenience and limit it to one lane. He clarified that they are parked there Monday-Friday.

Jim Brown, local resident, supported what Mr. Valour had to say and stated that he does use the area occasionally for personal vehicles to park when he has company at his home. He stated that there are plenty of spaces left for cars to use and a recreational user has been parking on the new grass. He asked that no signage be placed in the area as it does not look good and would cause people to receive fines as a result of not obeying the language of the signs.

Sel. Hendon stated that he would like to see the area before making a decision on how to proceed. Sel. Wagner asked for the background information that led to this discussion and Mr. Aspinwall informed her of what was witnessed during the bridge construction. Mr. Valour accused Mr. Aspinwall of trying to inconvenience the neighbors in this area as he was informed of Mr. Aspinwall's opposition to the parking area altogether by the state workers who were working on the bridge project. Sel. Vecchi stated that it is not the responsibility of the Town to provide parking for private parties and businesses.

Sel. Hendon reiterated that he would like to see the area being discussed and that the people who have appeared tonight are all saying that this is a non-issue.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to close the hearing. The motion passed unanimously.

The Board came to no consensus and chose not to impose any restrictions at this time.

Cathy MacInness spoke concerning parking cars half on sidewalks and half on the street. She noted that the sidewalks are already caving in because of this type of parking. Mr. Aspinwall stated that there is a Town bylaw, enforced by the Police Department, to prohibit this type of parking. Mr. Aspinwall further stated that he would discuss this item with the Police Chief and report back to the Board.

FIRE CHIEF RECRUITMENT: Mr. Aspinwall reviewed the progression of the search committee who have met twice and noted that job applications are being accepted until June 14th. He reviewed the requirements of the position and noted that two applications have been taken out so far.

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FIRE CHIEF JOB DESCRIPTION: Mr. Aspinwall stated that the committee edited the existing job description, particularly under special requirements, so that the Chief has to be an EMT and NIMS Certified within one year and various other certifications within a certain timeframe following the individual's start date. He reviewed the smaller changes that are also being suggested including adherence to MGL Ch. 48 Sec. 42a and other positions the Fire Chief would be responsible for holding including a place on the LEPC and serving as Fire Warden. He stated that there is a provision in the new description that the Chief live within 15 miles of the Town. He asked the Board to approve the revised job description. Sel. Wagner reviewed the process of revising the existing job description and that it was unanimous that these changes be made (by the Fire Chief Search Committee).

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we approve the Fire Chief's job description as written. The motion passed unanimously.

Mr. Aspinwall noted that Chief Champagne will be using some vacation time before he leaves and suggested that if a hire is not made before June 30th, that a person from within be promoted on an interim basis as Deputy Chief to deal with the transition. He stated that at the next meeting he would like to propose the appointment of an Interim Deputy Chief.

COMMITTEE/BOARD REAPPOINTMENTS: Mr. Aspinwall reviewed a memo from Mr. Smith of the Finance Committee requesting that a member of the Finance Committee be appointed to the Recreation Committee and the CPC.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Agricultural Commission for a one-year term Charles Tangerini, Laura Tangerini and Beverly Temple. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to withdraw the previous motion. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we appoint to the following committees:

COMMITTEE	TERM (YEARS)	FIRST NAME	LAST NAME
Agricultural Commission	1	Diane	Hubbard
		Charles	Tangerini
		Laura	Tangerini
Animal Inspector	1	Brenda	Hamelin
Board of Assessors	3	Stephanie	Bravoco
Cable TV Advisory Committee	1	Grace	Magley
		David	Baker
		Brian	Doherty
		Leonard	Forman
		Donald	Hendon
		Carter	Koch
		Raymond	Normandin
Cemetery Review Committee	1	Lorraine	Burnett
		Marsha	Collins

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		Deborah	Lesbirel
		Charles	Vecchi
Conservation Commission	3	James	Lederer
Cultural Council	3	Stephen	Main
Downtown Development Steering Committee	1	Bruce	Berry
		Steven	Catalano
		James	Drummey
		James	McKay
		Richard	Molloy
		Ray	Normandin
		Nicole	Riley
		Donald	Roman
		Andrea	Wagner
Drinking Water Committee	1	Charles	Aspinwall
		Kathleen	Lannon
		James	McKay
		Craig	Schultze
		Charles	Vecchi
Electrical Inspector	1	David	Byrne
Emergency Management Agency Co-Director	1	David	Byrne
		Herman	Downing
Emergency Management Agency/Communication	1	Herman	Downing
		Kenneth	Jones
		Julius	Rosen
		Robert	Yeager
Employee Insurance Advisory Committee	1	Jacqueline	Anderson
		Jennifer	Cederberg
		Linda	Cousland
		Pamela	Kilmartin
		Linda	Myers
		Fred	Souza
		Dorrie	Verdy
Energy Conservation Commission	1	David	Bershad
		Christopher	Gove
		Michael	Vecchi
Fence Viewer	1	Michael	Giampietro
Financial Management Team	1	Charles	Aspinwall
		David	Baker
		Lawrence	Bouret
		Jeffrey	Cannon
		Donald	Hendon

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		Kathleen	LaPlant
		Robert	Orsi
		Christopher	Smith
Hazardous Waste Coordinator	1	Cheryl	Labonte
Historical Commission - Associate	1	Marc	Prufer
		Lauree	Ricciardelli
		Linda	Morse
		Charles	Vecchi
Insurance Advisory Committee	1	Wayne	Klocko
		Timothy	Kane
		Christopher	Gove
		David	Schofield
Local Emergency Planning Committee	1	Herman	Downing
		Charles	Aspinwall
		David	Byrne
		Joseph	Campbell
		Karen	D'Angelo
		Vincent	Howley
		Paul	Jacobsen
		Kathleen	Lannon
		James	McKay
		Scott	Moles
		Linda	Myers
		Andrea	Wagner
Master Plan Implementation Committee	1	Charles	Aspinwall
		Carol	Coakley
		Michael	Giampietro
		Elizabeth	Krimmel
		Craig	Schultze
		Wayne	Simpson
		Andrea	Wagner
		George	Yered
MBTA Advisory Board Designee	1	Charles	Aspinwall
Metropolitan Area Planning Council Representative	1	Charles	Aspinwall
Niagra Building Committee	1	Joseph	Campbell
		Joseph	Churchman
		Jacqueline	Graci
		Jane	Hardin
		Lisa	Hardin
		Elizabeth	Krimmel
		Nathan	Maltinsky

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		Cheryl	Prufer
		Marc	Prufer
		Mark	Slayton
		Jim	Stetson
		Charles	Vecchi
		Fred	Waskiewicz
Norfolk County Advisory Board Designee	1	Charles	Vecchi
Parking Clerk	1	Jennifer	Cederberg
Plumbing/Gas Inspector	1	Timothy	Costello
Public Employees Committee	1	Jacqueline	Anderson
		Terri	Bedard
		Jennifer	Cederberg
		Pamela	Kilmartin
		Linda	Myers
		Janet	Ruggerio
		Fred	Souza
		Paul	Tingley
		Dorrie	Verdy
Public Weighers	1	Kenneth	Bianco
		Maurice	Bouchard
		Michael	Collins
		Donald	Gilleney
		Mark	Goodale
		Paul	Lapierre
		Jason	Lariviere
		Arthur	Murphy
		Michael	Pukanasis
		Scott	Rorrie
		Francis	Rossi
		John	Tresca
		Robert	Tresca
		Steven	Tresca
Regional Transportation Advisory Council	1	Domenic	D'Eramo
Regional Transportation Advisory Council - Alternate	1	Edward	Chisholm
Right to Know Coordinator	1	Scott	Moles
Safety Committee	1	Jennifer	Cederberg
		David	Byrne
		James	McKay
		Scott	Moles
		Tricia	Perry

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Sealer of Weights & Measures	1	Michael	Clancy
Sewer Study Committee	1	James	McKay
		Charles	Aspinwall
		Joseph	Bocchino
		Robert	Cantoreggi
		Edward	Chisholm
		Scott	Moles
		Charles	Vecchi
Sidewalk Committee	1	Charles	Vecchi
		David	Baker
		Samantha	Conroy
		Jeffrey	Ferzoco
		Catherine	MacInnes
		Mark	Messias
		Pamela	Rheaume-Mustard
		John	Northgraves
		Craig	Schultze
Southwest Area Planning Council Representative	1	Charles	Aspinwall
Surveyor of Wood and Lumber	1	Michael	Giampietro
Town Accountant	1	Kathleen	LaPlant
Town Counsel	1		Kopelman & Paige
Treasurer & Collector	1	Jeffrey	Cannon
Tree Warden	1	Robert	Cantoreggi
Tree Warden - Deputy	1	Richard	Vatour
Veterans Agent	1	John	Wypyszinski
Zoning Board of Appeals	1	Peter	Koufopoulos
		Donald	Roman
Zoning Board of Appeals - Associate	1	Charlotte	McEnroe

The motion passed unanimously.

Sel. Hendon reviewed the current composition of the Community Preservation Committee and noted that the only vacancy on the committee is for a Member-at-Large. He noted that an advisory member of the Finance Committee can be appointed in an advisory capacity and that this position is currently held by Craig Schultze. Finance Committee Chair Chris Smith asked that the Finance Committee have a voting position on the CPC as well as a voting position on the Recreation Committee. He noted that there is a non-resident member of the Recreation Committee who is not a registered voter or tax payer in the Town of Millis. Mr. Aspinwall stated that in terms of the CPC, the bylaw would have to be changed in order for this to happen, however, a citizen member who happens to be on the Finance Committee could be appointed but not as a Finance Committee representative. Mr. Smith asked that a bylaw change be considered in the future. Cathy MacInness noted that there is already a member of the Finance Committee who serves as an advisor to the CPC and has been very helpful in the past. She stated that more public input is needed from citizens who are not already appointed to another board/committee.

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Sel. Hendon agreed with Ms. MacInness' position and noted that the intent of the bylaw remain unchanged unless Town Meeting votes otherwise. He clarified that there are currently no vacancies on the Recreation Committee.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we appoint to the Community Preservation Committee for a three year term Donald Hendon, Catherine MacInness, Nathan Maltinsky, Pamela Rheume-Mustard, Raymond Normandin and Anne Rich. The motion passed unanimously.

The Board went on to discuss the composition of the Recreation Committee. It was noted that the Committee is currently full. Mr. Smith stated that there are two non-residents currently on the Recreation Committee. Mr. Hendon stated that unless there are openings on the Committee he would not be amenable to not reappointing any of its members. Sel. Wagner stated that Mr. Smith is looking to have a member of the Finance Committee appointed as a voting member to participate in discussions surrounding fees. Mr. Nathan Maltinsky of Exchange Street noted that the Recreation Department has been turned around since Ms. Fogarty took the reins of the Recreation Department. He stated that the fees for Recreation activities are in the range of other towns. Sel. Wagner stated that while she understands Mr. Smith's point, she does not feel that changing the organization of the Recreation Committee is the manner in which to accomplish the goal.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Recreation Committee for a one-year term Jennifer Cederberg, Linda Depace, Judy Malouf, Pamela Rheume-Mustard, Paula Norton, Joanne Truchon and Sue Vara. The motion passed unanimously.

TOWN ADMINISTRATOR'S CONTRACT: Sel. Wagner read a statement concerning the status of the Town Administrator's position and a recent memorandum of agreement which will be voted on in open session this evening. The statement outlined Mr. Aspinwall's position as finalist in the Town of Belmont as well as the multiple issues that are on the Town's horizon. In consideration of these issues, the Board and Mr. Aspinwall came to an agreement that would eliminate Mr. Aspinwall's consideration of the position in Belmont. Sel. Wagner went on to review the compensation structure of the memorandum of agreement and made the following motion:

Motion by Sel. Wagner, seconded by Sel. Vecchi, to ratify the memorandum of agreement with the Town Administrator setting Mr. Aspinwall's compensation as follows: FY13 - \$147,964 inclusive of all salary and benefits, FY14 - \$155,806, and FY15 salary of \$163,440. The motion passed unanimously.

Cathy MacInness stated that she does not understand or support why the Town Administrator's other benefits such as car allowance were added into his base salary and that this inflates his retirement benefits.

The Board clarified that the Town Administrator's benefits such as car allowance and longevity have now been lumped into his salary. Sel. Wagner stated that the right decision was made based on the information the Board had received. She said that there are many Town Administrator positions are currently open and the candidate pool for Belmont only included one person with applicable experience. Sel. Vecchi stated that he feels comfortable with the numbers being presented as Mr. Aspinwall is worth it and even with the recent increase with his salary, he was still being underpaid. Mr. Aspinwall thanked the Board for their support and stated that he looks forward to the future in Millis. He stated that the Town is facing ever-growing complex issues. He said that he very much enjoys working for the Town and has had above average performance reviews for the last 21 years.

FY12 AUDIT CONTRACT:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to award a contract for the Town Audit to Melanson and Heath for a total amount of \$32,500. The motion passed unanimously.

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MEETING MINUTES:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to approve the regular session meeting minutes from 5/21/12 and the executive session meeting minutes from 5/21/12. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to reconsider the appointments to the Historical Commission Associates. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint for one-year terms as Associates members of the Historical Commission Marc Prufer and Charles Vecchi. The motion passed unanimously.

The Board thanked Wayne Simpson for his service to the Cemetery Committee.

FUEL AND OIL CONTRACT:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to approve a contracted price through the Norfolk County Purchasing Collaborative of \$3.29 for diesel, \$3.00 for heating oil, \$2.99 for unleaded gas, and \$3.05 for midgrade unleaded gasoline. The motion passed (2-1-0) with Sel. Hendon voting in the negative.

ADJOURNMENT: At 9:17 p.m.,

Motion by Sel. Vecchi, seconded by Sel. Wagner, to adjourn. The motion passed unanimously.

Respectfully Submitted,

Jennifer G. Cederberg, Administrative Assistant