

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
September 10, 2012
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

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

FIREFIGHTER APPOINTMENTS: Sel. Hendon recused himself. Mr. Aspinwall reviewed the recruitment process for two full-time firefighters and how these positions became available. Fire Chief Richard Barrett expressed support for the two new firefighters whose appointments Mr. Aspinwall recommended to the Board.

Motion by Sel. Wagner, seconded by Sel. Vecchi, to approve the Town Administrator's appointment of Brian Polimeno of Millis as a full-time firefighter for the Town of Millis subject to a CORI, a physical, and a drug screen. The motion passed (2-0-1).

Motion by Sel. Wagner, seconded by Sel. Vecchi, to approve the Town Administrator's appointment of Matthew Hendon of Millis as a full-time firefighter for the Town of Millis subject to a CORI, a physical, a drug screen, and his obtaining his certification for a FFI and FFII within one year. The motion passed (2-0-1).

BOGGESTOCK: Mr. Aspinwall reviewed the approval process that had previously taken place for two separate one-day licenses for the Boggestowe Fish and Game Club to hold their second annual outdoor live music festival named "Boggestock". Mr. Aspinwall recommended adding several conditions to the prior approved licenses, similar those that were attached to the licenses issued last year. Mr. Steven Teague of the Boggestowe Fish & Game Club noted that this year he does not need to use Mrs. Cassidy's field for parking so he would not need to obtain written permission from her to do so. He further suggested that the no parking signs were excessive and asked if these signs could be limited to Ridge and Middlesex Streets. He indicated that the parking signs were in place last year, in large part, because the road was shut down for rebuilding of the culvert but that it made the neighbors nervous. Mr. Teague stated that he has no issue working with the Police Department to have adequate police details assigned and that all other festival-related permits will be in place prior to September 15th.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to amend the permits for Boggestock at the Boggestowe Fish and Game Club on September 15th to include sufficient police details approved by the Millis Police Department, that "no parking" signs be put up on Ridge Street, Middlesex Street, and all the way down Ridge Street to the Millis line, that all necessary Board of Health and building, electrical and plumbing permits be obtained before the event and alcohol will only be served from 12-7 p.m. The motion passed unanimously.

AMBULANCE DIRECTOR: Mr. Aspinwall reviewed the discussions that took place during the recruitment for a new fire chief and the need to create a clear chain of command in the department. He recommended that the EMS Coordinator position's duties be reassigned to the Fire Chief. Chief Barrett explained the formation of the EMS Coordinator position and the logic behind wanting to combine those duties with that of the Fire Chief. It was noted that Gerry Howley has been functioning as EMS Coordinator so that this would mean a reduction in his salary by the amount of the stipend paid for performing this function.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that the duties of the Ambulance Coordinator be assigned to the Fire Chief, currently Chief Barrett, which will include the compensation for the stipend position in the amount of \$4,140/year. The motion passed unanimously.

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LIBRARY PAGE:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to approve the Town Administrator's appointment of Jennifer Smith-McCarthy of Millis, MA, as a Library Page subject to a CORI and a physical. The motion passed unanimously.

MILLIS HEIGHTS: Mr. Aspinwall reviewed the vote taken at the May 2012 Town Meeting to accept a parcel of land at Millis Heights in lieu back taxes as proposed by the property owner. He recommended that the Board accept the release deed.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that the Town accept a Release Deed from Paul C. Grueter of 6 West Pond Road in Plymouth as shown on Assessor's Map on parcel 33, Map 35, for the sum of \$1. The motion was withdrawn.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that the Town of Millis, acting by and through its Board of Selectmen, pursuant to the vote taken under Article 43 of the 5/14/12 Spring Annual Town Meeting, a certified copy of which is attached hereto, hereby accepts the foregoing deed to property from Paul C. Greuter Jr. on this 10th day of September, 2012. The motion passed unanimously.

PLAYGROUND COMMITTEE INVOICE:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to approve the expenditure of the Playground Committee in the amount of \$525 to Ryan Family Amusements, such costs associated with a fundraiser held in August. The motion passed unanimously.

CEMETERY REVIEW COMMITTEE:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint Mr. John Doyle to the Cemetery Review Committee. The motion passed unanimously.

RECREATION FUND POLICY: Mr. Aspinwall reviewed the history behind discussions to create a policy to manage the Recreation Fund which receives tax dollars of approximately \$20,000 per budget year. The majority of these funds from taxation are used to pay the Recreation Director's salary. He noted that there once were monies in the DPW budget for field maintenance but that these funds are no longer available. He suggested that the Board direct that a policy be developed on the appropriate management of the Recreation Fund, addressing issues such as what the fund balance should be, what it should not drop below, and what the fund can be used for. He stated that this conversation began at the budget hearings this past year with the Finance Committee and will continue to be raised until a policy is put in place. He suggested that he would draft a proposal and then review it with the various interested parties.

Susan Vara from the Recreation Committee spoke concerning how the \$20,000 of taxation is utilized by the Recreation Department. Recreation Director Kris Fogarty asked for clarification on what the policy will consist of. The Board responded by saying that they have no idea and that at this meeting, the purpose is to direct the Town Administrator to come up with a draft policy and then take it from there. They stated that there is not sufficient information tonight to have a detailed discussion on what the policy might or might not contain.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we direct the Town Administrator to write a draft Recreation Fund policy with the input of the various stakeholders including the Recreation Department,

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the DPW, and the Finance Committee and present it to us at a future meeting. The motion passed unanimously.

RECREATION FIELDS: Mr. Aspinwall noted that there are a lot of expenses which exist at the Town Park/improvements that need to be done as highlighted in a memo from Mr. James McKay of the DPW but that the DPW no longer has funding in place to complete these repairs. He further stated that there is a serious shortage of field space and that there is the need to discuss how additional space could be added and how does space get rented/how are priorities set. Recreation Department Director Kris Fogarty noted that Fall scheduling has been difficult and that additional field space is needed. She further stated that managing the fields has become a job in itself. Mr. Aspinwall suggested that the Board announce that a committee to study the issue is forming and that interested parties should reach out to the Board of Selectmen to express interest in participation.

1073 MAIN STREET: Mr. Aspinwall reviewed the history behind exploring the purchase of 1073 Main Street for use for a Town complex, housing Police, Fire, DPW, Recreation, and creating some additional recreational field space. He noted that a feasibility study was conducted and the results of the study were received today. He highlighted what the advantages of the space are as well as the disadvantages. Mr. Aspinwall further stated that the study showed that to retrofit the building as opposed to building new buildings is cost prohibitive particularly given that the retrofit/renovation construction costs quoted do not even include the purchase of the property.

Mr. Aspinwall presented the Board with an email from property owner Steve Alpert who highlighted some of the positive aspects associated with the purchase of the property that the Town should consider. There was discussion concerning the amount of work needed to bring the existing building up to code and make it a Hazard 4 building (per the Building Code – able to withstand tornadoes and other serious weather conditions) and whether or not it would make sense to purchase the property and knock down the building just to be able to acquire the land which can be used for multiple purposes including recreation fields and cemetery expansion.

Mr. Aspinwall reviewed what would need to be done to move forward with the process of purchasing the building including an override vote and Town Meeting approval. He informed the Board that there would be costly and significant title work that would need to be done as well as there the presence of unanswered questions relating to the railroad that goes through the property.

Kathy McInness stated that it would be very costly to create recreation fields at this property. She further stated that at first glance, the project seemed doable and needing little retrofitting but after this study, she would no longer support purchasing the property. She noted the loss of tax revenue as one of the reasons. She also suggested that the owner be responsible for making sure that the railroad does not impede public access to the property.

The Board will review the feasibility study and discuss the findings again at their next meeting on September 24th.

ARTICLE LIST: Mr. Aspinwall reviewed the draft list of warrant articles for the upcoming Fall Annual Town Meeting which currently total 19. He reminded the Board that the warrant will close on September 21st.

WATER BILLS:

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we commit to the collector final water bills and special commitments in the amount of \$9,738.22. The motion passed unanimously.

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BID AWARD:

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we award a contract for sewer and drain manhole frame and cover repair to Greco Construction Co. of Rochester, MA, in the amount of \$625 per manhole cover frame and \$300 per vertical foot for any repairs that need to be done. The motion passed unanimously.

MEETING MINUTES:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to accept the regular meeting minutes from 8/6/12, 8/27/12, and approve the executive session meeting minutes from 8/6/12, 8/9/12 and 8/27/12. The motion passed unanimously.

EXECUTIVE SESSION: At 9:20 p.m.,

Motion by Sel. Vecchi, seconded by Sel. Wagner, to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel. The motion passed unanimously by Roll Call Vote.

Respectfully Submitted,

Jennifer G. Cederberg, Administrative Assistant