

**BOARD OF SELECTMEN  
REGULAR SESSION MEETING MINUTES  
October 22, 2012  
Veterans Memorial Building Room 229  
900 Main Street, Millis, MA 02054**

**CALL TO ORDER:** Vice Chairman Charles Vecchi called the meeting to order at 7:34 p.m. The following persons were present: Vice Chair Charles Vecchi, Clerk Andrea Wagner, Town Administrator Charles Aspinwall and Administrative Assistant Jennifer Cederberg. Chair Donald Hendon was absent.

**ANNOUNCEMENTS:** Passing of Peter Temple.

**APPOINTMENTS TO THE ZBA:**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, to appoint Jeff Butensky as an Associate member of the Zoning Board of Appeals. The motion passed unanimously.**

**WATER BILL ABATEMENT:** Mr. Aspinwall reviewed the history of the property at Holbrook Square/A&A Towel and the audit of the water system which led to discovering that this account had been underbilled in the amount of approximately \$40,000. He stated that technically the owners are responsible for the bill even though it was being used by the renter. He then reviewed the offer made to the Town for the owner to pay \$30,362.81 and have \$9,637.19 abated. He noted that this would be over a period of 50 months. Sel. Wagner clarified what the abatement vote would be and how the back bills would be paid.

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Town of Millis do grant GMC Group Limited Partnership INC. an abatement on their water bill in the amount of \$9,637.19....and that their past due balance on the GMC Partnership INC. water bill shall be paid by the GMC Group in the amount of \$600/month until it is paid. The motion passed unanimously.**

**RECREATION POSITION FUNDING:** Mr. Aspinwall reviewed the discussion from last Monday night and stated that a follow-up meeting was held with the interested parties. He stated the discussion lead the group to decide that the position would be created and paid for out of the Recreation Fund rather than from taxation. Pam Mustard from the Recreation Committee appeared to clarify why a Department Assistant I position is needed in the Recreation Department office. She clarified that this would be a 10 hour/week position and reviewed what the job responsibilities would be. Sel. Wagner opined that she would support this request. Sel. Vecchi asked for clarification on whether or not the fund would be able to continue to support this position moving forward. Mr. Aspinwall stated that a 24-month analysis was conducted and it was found that the fund, during this period, never went down below \$39,000. The total for this position would be approximately \$8,060. Sel. Vecchi questioned what the hours would be for the new position. Ms. Mustard stated that she can't speak for the Director but that the goal would be to keep the office open for as long as possible. Mr. Aspinwall stated that the warrant article would therefore be dismissed.

**Motion by Sel. Wagner, seconded by Sel. Vecchi, to restore the position of Department Assistant I in the Recreation Department, for a total of 10 hours per week, the position to be funded by the Special Recreation Revenue Fund. The motion passed unanimously.**

**CRPCD O&M ASSESSMENT:** This agenda item will be postponed until November 19<sup>th</sup>.

**DPW HVAC CONTRACT:** Mr. Aspinwall reviewed the project and stated that this could be voted subject to funding or the Board could wait until after Town Meeting and vote it once funding is secured. He stated that the references checked out satisfactorily. He further noted that this is Phase I of the HVAC project. Mr. Aspinwall noted that the electrical portion of the project will take approximately 2 weeks to complete prior to the Phase I project being undertaken.

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**Motion by Sel. Wagner, seconded by Sel. Vecchi, to award the bid subject to funding at Town Meeting to Seekonk Heating in Seekonk, MA, for the DPW HVAC Phase I Project. The motion passed unanimously.**

**TM WARRANT ARTICLES:** Mr. Aspinwall reviewed each warrant article prior to the Board voting their position.

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do support Article 1 at the November Town Meeting. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do support Article 2 Expedited Permitting for 1073 Main Street. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 3. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 4, Zoning Bylaw change. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do vote to recommend Article 5 which is Fire Station data processing. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 6 which is the Police front line vehicle in the amount of \$35,400. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 7 which is the Police Station design as well as the existing building renovation and the Police Station environmental testing. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 8 Town Hall HVAC chiller replacement. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 9 which is the DPW HVAC repairs in the amount of \$63,200. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 10 which is the well #3 water main in the amount of \$43,649.25. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 11 which is the Irving Street water main improvements in the amount of \$219,610. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 12 which is the sewer I/I repair and study in the amount of \$15,000. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 13 which is the sewer manhole and drain repairs in the amount of \$25,000. The motion passed unanimously.**

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**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do vote to make their recommendation for Article 14 at Town Meeting. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 15 which is the needle syringe program and the operating costs associated with that in the amount of \$2,950. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 16 which is the geographic information system in the amount of \$42,900. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend dismissal of Article 17 which is the part-time position in the Recreation Department. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do make their recommendation on Article 18 at Town Meeting. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 19 which is the satisfaction of unpaid bills from the prior fiscal year in the amount of \$3,001.40. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen defer their recommendation on Article 20 until Town Meeting which is the Main Street culvert repairs. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 26 which is a deposit into the Town Stabilization Fund. The motion passed unanimously.**

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Board of Selectmen do recommend Article 27 which is \$35,000 for the Town Building repairs, the Veterans Memorial Building gym roof. The motion passed unanimously.**

**TOWN FIELDS COMMITTEE:** Sel. Vecchi reviewed the goal of the Town Fields Committee as well as the requests for appointment that have come forward. He noted that Steve Macinness has requested that the Oak Grove Farm Committee appointee be an ex-officio member.

**Motion by Sel. Wagner, seconded by Sel. Vecchi, to appoint Sean Doherty as the School Committee Representative on the Town Fields Committee and that we also categorize the appointment of Steve Macinness of the Oak Grove Farm Commission as an ex-officio member. The motion passed unanimously**

**RETIREE DENTAL:** Mr. Aspinwall reviewed the GIC's retiree dental plan which is now allowing municipalities to join for dental coverage. He reviewed the policy limitations and noted that the policy would be totally paid for by the individual. He stated there is a 1% administrative fee that would be added on to go back to the Town for management of the plan. He noted that there is no cost to the Town and that the Public Employee Committee met and voted to recommend to the Selectmen that the Town allow retirees to opt into the dental plan.

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the Town of Millis does pursue the retiree dental plan through the GIC effective 7/1/13. The motion passed unanimously.**

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**ADJOURN:** At 9:10 p.m.,

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

*Respectfully Submitted,*

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*Jennifer G. Cederberg, Administrative Assistant*