

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
APRIL 28, 2014
900 MAIN STREET, ROOM 229
MILLIS, MA 02054**

CALL TO ORDER: Sel. Vecchi, Chair, called the meeting to order at 7:45 pm. The following persons were present: Chairman Charles Vecchi, Vice Chair Andrea Wagner, Clerk Christopher Smith, Town Administrator Charles Aspinwall, Susan Vara.

ANNOUNCEMENTS:

Sel. Vecchi wanted to let people know that Dan Kehoe, the former School Superintendent passed away last week. Sel. Vecchi extended condolences to Mr. Kehoe's family.

PUBLIC HEARINGS/SCHEDULED APPOINTMENTS

Auditor's Report

Scott MacIntyre spoke of the audit for the year ending June 30, 2013. The report consists of three reports: Basic Financial, a Management Letter, and Single Audit.

The Basic Financial statement basically stated the audit went very well. The books and records have been maintained on a regular and timely basis as well as the bank accounts, various receivables, and other miscellaneous items are well taken care of.

OPEB, long-term and short-term perspectives were discussed.

Overall FY13 was a stable year for the Town. The positive number of inflow exceeded outflow which shows stability.

Millis Historical Master Plan

Nathan Maltinsky thanked his commission—he spoke of the group of people who comprise this commission—there is an architect, archeologist, two historians, two building renovation experts, web designer, and an original member of the commission—Jackie Graci who has been a member since 1979.

Mr. Maltinsky introduced Meg Wilkes, a commission member who did a thorough powerpoint presentation of what the Historical Commission duties are, various local historical areas, upcoming projects including the Ellice School.

The entire presentation can be watched on millishistory.org, there is also a link on the Town website www.millis.net, a copy is at the Town Clerk's office and there is also a copy at the Millis Public Library.

Fields Presentation

Chuck Adelsberger and Ian Meade from CDM Smith presented various scenarios of where, what needs to be done, and how much money different aspects of new fields would be. They discussed the various

current fields that have served the Town well, but they are now being over-used and therefore, are not in the best of shape.

Their conclusions were arrived after many meetings with the Fields Advisory Committee, various field users in Town, and many public meetings. At this point they are seeking the Board of Selectmen's opinion in order to move forward.

The High School facilities are antiquated, both the baseball diamond and track do not meet current MIAA regulations, threatening that home games will no longer be scheduled. Different scenarios were discussed pertaining to re-locating the current High School baseball field in order to bring it up to regulations.

At this time, CDM Smith also recommended putting synthetic turf behind the Clyde Brown School and adding lights for that field, which would help alleviate some of the congestion on Town Park. One of the many benefits of synthetic turf is that it can be used even in poor weather conditions.

They also recommend building two natural turf fields at Oak Grove Farm, by the farmhouse. One would be an 8 v 8 field, and one would be an 11 v 11 field. The Cassidy property was also discussed to potentially build two baseball fields there with limited parking.

During their investigations, CDM Smith discovered many properties here in Millis that the Town owns border wetlands which could potentially impact sitings.

Different costs were discussed, but ultimately to begin the first "phase" of this project, the Fields Advisory Committee is asking the Board of Selectmen to put on the Spring Town Meeting Warrant the amount of \$306,500 for design project costs which consist of:

Preliminary Design Phase for High School Improvements--\$63,000, Clyde Brown Synthetic Turf Field Final Design--\$98,000, Oak Grove Farm Natural Turf Soccer Fields Final Design without parking--\$72,000, Permitting--\$17,000, Geotechnical Evaluation and Subsurface Explorations--\$37,000, and Survey (Subconsultant Cost)--\$19,000 totaling \$306,500 for preliminary design project costs.

Further lengthy discussion ensued including immediate need, school space issues, potentially waiting until the Fall Town Meeting, and other funding options available.

Motion by Sel. Wagner, seconded by Sel. Smith to recommend Article 23 in the amount of \$306,500 for preliminary design fees at the High School improvements and final design fees for the Clyde Brown School synthetic turf field, and two Oak Grove Farm natural turf fields, and the permitting, geotechnical evaluation and subsurface explorations are included in this number as well as the subconsultant cost and survey. The motion passed unanimously.

Stormwater Hickory Hill (continued)

Dan Merrikin presented. He spoke of continuing to work on addressing various comments and will have written responses soon. He does not have updated plans, but wants to bring your attention to the Farm Street residents he has spoken with pertaining to preservation of trees. Mr. Merrikin is proposing

leaving approximately 2.6 acres of wooded area around the isolated wetland and then another around the perimeter of approximately 4.9 acres, totaling about 7.5 acres of wooded area. He also discussed the draft of Homeowners Association document, the draft grant of easements to the Town, and the draft grant of easements for the eight existing homes. The fourth document will be a grant of easements for the other properties on the other side of Acorn Street.

Motion by Sel. Wagner, seconded by Sel. Smith to continue the stormwater hearing of Hickory Hill Subdivision until May 19, 2014 at 8:30 pm. The motion passed unanimously.

Discussion of Override for Paving Road

Town Administrator, Charles Aspinwall spoke of concerns both he and Jim McKay, Assistant Director of Public Works of the current state of the roads in Town. The discussion included what the costs are compared to the Chapter 90 monies the Town receives—the costs are much more than the allocation from Chapter 90.

Mr. Aspinwall is seeking from the Board an indication of what they would like to do with this dilemma. An over-ride several years ago for \$1,000,000 to re-pave roads did not pass. Capital borrowing is proposed. At this date, approximately \$2,000,000 is needed for road repair.

Discussion ensued with the conclusion that they (Mr. Aspinwall and Mr. McKay) will attempt to come up with a plan over the summer to present at Fall Town meeting.

Warrant Review Sewer Extension Location

Discussion revolved around capacity in the sewer system, how much is available and how much is needed for adding “Area C” or parts of to the Village Street area.

Motion by Sel. Wagner, seconded by Sel. Smith to recommend the Board of Selectmen recommend Area C Sewer System Extension Article that it include the Base area of Area C and the West area of Area C, that being Article #32. The motion passed unanimously.

Sign Request Tangerini Spring Street Farm

Motion by Sel. Wagner, seconded by Sel. Smith to grant a permit to Laura Tangerini of Spring Street Farm to have three 2x4 directional and informational signs, one at the corner of Route 109/Auburn Road; one at the corner of Route 115/Spring Street; one at the corner of Spring Street/Village Street to be installed and removed on a daily basis from 8:00 am-7:00 pm from May 10, 2014-December 31, 2014. The motion passed by Sel. Wagner and Sel. Smith. Sel. Vecchi stepped out of the room.

Sewer Notice Servicing Cedar and Farm Streets

Motion by Sel. Wagner, seconded by Sel. Smith to adopt and approve the sewer notice as written regarding Cedar and Farm Streets sewer system and that we do execute that. The motion passed unanimously.

Guardian Energy Contract Award

The Veterans Memorial Building boiler needs replacing and this contract includes a utility incentive of approximately \$16,500 to replace the Veterans Memorial Building boiler and pumps related to the

system. It would also remove and dispose of the existing boiler and water heater, install new boilers, water heater, along with the plumbing and electrical work to bring the boilers online for a total cost of \$83,283.

Motion by Sel. Wagner, seconded by Sel. Smith to award the contract to Guardian Energy for the energy conservation project at the Millis Town Hall in the amount of \$83,283. The motion passed unanimously.

Run Back To School 5K Clyde Brown School Race

Motion by Sel. Wagner, seconded by Sel. Smith to grant a permit to the Home School Association to hold the 3rd Annual Run Back to School 5k at Clyde Brown School on Sunday, September 21 subject to coordination with the DPW and Police Department. It will begin at 9:00 am until approximately noon. And also to hang a banner over Main Street no more than three weeks before the race and up until race day. The motion passed unanimously.

Charles River Chorale Banner

Motion by Sel. Wagner, seconded by Sel. Smith to grant permission to hang a banner over Main Street in order to promote the 2014 Spring Concert in the Millis High School Auditorium on Saturday, May 3, 2014. The banner would be hung from Friday, April 29 through Sunday, May 4, 2014 to be coordinated with the Fire Department. The motion passed unanimously.

Selectmen Committee Assignments

Sel. Vecchi discussed one of the committees that requires a representative from the Board of Selectmen is the Norfolk County Advisory Committee. He stated they met approximately five times per year. He said he was willing to stay on this Committee if necessary and report back to the Selectmen. After further discussion Sel. Wagner said that she would participate in this capacity for the Committee.

Another Committee is the Permanent Building Committee that he is currently the Selectmen's representative. He mentioned there was a meeting tomorrow night to pick the architect for the police station. There are four potential firms being considered. The meeting begins at 6:00 pm at the library.

Valve Replacement Irving Street

Motion by Sel. Wagner, seconded by Sel. Smith to authorize the Town Administrator and Department of Public Works to direct that the Irving Street water service valves replacement in Areas 1-3 and 6-10 for a total of \$39,800 to be completed. The motion passed unanimously.

Dmytrck Covenant

This land is to the left of the Hickory Hill subdivision, which is approximately 20 acres.

Motion by Sel. Wagner, seconded by Sel. Smith to approve the restricted covenant agreement between the Onallam Realty Trust and Town of Millis regarding the property as described. The motion passed unanimously.

Amendments to Personnel Plan

Schedules A, B, and C of the personnel plan were discussed with recommendations of a 2% increase for salaries, changing the Operations Director title to Operations Support Manager, changing the Council on Aging Director's salary so it is based on 25 hours per week instead of 20 hours per week, changing the longevity to be the same as the DPW ASFCME contract, changing Schedule C such that vacation accrual changes from an as you go basis to the employees anniversary date. This will not be retroactive.

Motion by Sel. Wagner, seconded by Sel. Smith to recommend amendments to personnel plan as described. The motion carried unanimously.

One Day Special Alcohol License Boggestowe Fish & Game Club

Motion by Sel. Wagner, seconded by Sel. Smith to grant a One Day Special Alcohol License to Boggestowe Fish & Game Club, 247 Ridge Street. The hours of sale of alcoholic beverages would be from 12:00 noon—9:00 pm. That license will be granted for: June 28, 2014 for a club Barbeque, on August 17, 2014 for a Clambake, on September 13, 2014 for Boggestock, and October 4, 2014 for a Ham & Bean dinner. The motion passed unanimously.

A follow-up would be that Boggestock would need an Entertainment permit issued prior to that event.

Woodside Montessori

Gillian Dalton, the President of the Parent Guild of Woodside Montessori Academy is requesting permission to utilize Town property to advertise their upcoming 5K fundraiser on May 3. Areas include Oak Grove Farm area, Pleasant Street, Millis Public Library, and intersection of Exchange & Curve Street.

Motion by Sel. Wagner, seconded by Sel. Smith to grant the Woodside Montessori School to place signs advertising their 5K fundraiser that they can place signs at the Oak Grove Farm area, Pleasant Street at Route 109 on Town property, the Millis Public Library, and the intersection of Exchange & Curve Street subject to coordination with the Police and Fire Department and the Department of Public works and the Library. The motion passed unanimously.

Contract Award Pump Repair

Motion by Sel. Wagner, seconded by Sel. Smith to award a contract to Williamson Motor Service Company of Chelsea in the amount of \$21,322 for pump repairs at the Department of Public Works. The motion passed unanimously.

Approve Meeting Minutes

Motion by Sel. Wagner, seconded by Sel. Smith to approve the Regular Session Meeting Minutes for February 26, 2014 and April 14, 2014 and to approve the Executive Session Meeting Minutes for April 14, 2014. The motion passed unanimously.

The next meeting of the Board of Selectmen will be on May 12th at 6:30 at the High School Auditorium. On May 19, there will be a meeting at 7:30 at the Veterans Memorial Building, Room 229. On May 5, 2014 there is the Election the hours are 7:00 am – 7:00 pm. On May 1, 2014 there will be a Regular Session meeting at 7:00 followed by an Executive Session meeting .

ANNOUNCEMENT

Sel. Wagner would like to mention that she has worked with Selectman Charlie Vecchi for her nine years as a Selectmen of his twelve years as one and she wanted to acknowledge that she will miss him very much.

ADJOURNMENT: 11:28 PM

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

Respectfully submitted:

Susan K. Vara