

**BOARD OF SELECTMEN  
REGULAR SESSION MEETING MINUTES  
Monday, October 20, 2014, 7:30 PM  
Veterans Memorial Bldg. Room 229  
900 Main Street, Millis, MA 02054**

**CALL TO ORDER:** Sel. Wagner called the meeting to order at 7:35 pm. The following persons were present: Chair Andrea Wagner, Vice-Chair Christopher Smith, Clerk James Neville, Operations Support Manager Karen Bouret, and Town Administrator Charles Aspinwall.

**PUBLIC HEARINGS/SCHEDULED APPOINTMENTS**

**14-291 Library Circulation Assistant Appointment**

Mr. Aspinwall said the Library Director and Trustees recommended to him that Ms. Esther Davis be appointed to the open position of Circulation Assistant starting at step three due to her past experience.

**Sel. Smith made a motion to appoint Esther Davis as Permanent Part-Time Circulation Assistant at Grade 2 Step 3, subject to a satisfactory CORI result and physical. The motion was seconded by Sel. Neville and passed unanimously.**

**14-292 Kensington Place**

Mr. Aspinwall explained that he received an email from Brian Levey on behalf of Tom McDonough offering to fund an updated survey plan and conceptual intersection improvement plan if the Town would agree to waive permit fees and allow PVC pipe for water services to the proposed development. Mr. Aspinwall said the use of PVC is not recommended by the DPW and the cost of waiving the permit fees would greatly exceed the cost of funding plans and therefore cannot recommend that the BOS accept the offer. Mr. Levey spoke in defense of their offer, saying towns typically waive permit fees for 40b projects. Mr. Levey also said their consultant was in favor of PVC piping and added that it was used in both Natick and Framingham. Mr. Levey asked what the Town is looking for as far as local impact. Sel. Wagner said the Town wants a copy of the new traffic study and confirmation of whether or not the waiver of fees and use of plastic pipe were included in the pro forma numbers.

Several residents spoke about various concerns they have with the proposed development including landscaping and traffic concerns. Sel. Smith said the concerns resonate with the BOS but the project is not yet at the point to address these concerns. Sel. Wagner said further discussion will occur at the 11/17/14 BOS meeting, and asked to have it added to the agenda for 7:35pm.

**14-293 Appointment with Cable Commission/MCM**

Ray Normandin, President of the Millis Community Media Board, spoke about the Millis Cable Media Corporation and the Cable Advisory Committee. Mr. Normandin said the Town's ten year Comcast license is due to expire in 2018 and negotiations for license renewal can begin 36 months prior which is why they have come to the BOS. Mr. Normandin talked about services the community media currently provides including webcasts of taped meetings and local programming. Madeline Yusna also spoke in detail about some of the services cable provides as well as challenges they face.

**14-294 Village Street Sewer Project Review/Betterment Determination**

Mr. Aspinwall spoke about the sewer extension project which was considered and passed at the Spring Annual Town Meeting, but the project is being considered at the upcoming Fall Town Meeting. Mr.

Aspinwall said the betterment unit cost is estimated at \$18,000.00, but could change, which can be paid in its entirety or spread out over 20 years with interest and billed on the third tax bill each year per statute. He said the Sewer Study Commission recommended that it is bid as one project and assessments be levied as one project. Mr. Aspinwall explained that the homeowners would likely be notified of the betterment in the summer of 2016, at which time it would be recorded as a levy and homeowners would have 30 days to respond to how they want to pay it. Several residents in attendance voiced concerns and asked questions about the betterments. Mr. Aspinwall said the Wastewater Flow and Betterment Analysis will be posted on the Town website for residents to see how many betterment units their property been assessed for or can call the Selectmen's office for the information.

**Motion by Sel. Smith that the Board of Selectmen makes the following determination that one betterment consistent with all properties through a uniform betterment is adopted due to the Sewer Study Commission's recommendation. The motion was seconded by Sel. Neville and passed unanimously.**

#### **14-295 Stabilization Reserve Policy**

Mr. Aspinwall reviewed the Stabilization Reserve Policy as written by the Financial Management Team. Sel. Smith suggested that wherever the policy states "stabilization *fund*" the wording be amended to say "stabilization *reserve*".

**Motion by Sel. Smith to accept the Stabilization Reserve Policy with changes amendments discussed. The motion was seconded by Sel. Neville and passed unanimously.**

#### **14-296 Fields Improvement Program Options**

Mr. Aspinwall said the Finance Committee decided to recommend dismissal of the warrant article. He went on to say the Fields Advisory Committee met and discussed options pertaining to synthetic turf and how that might affect the total amount, but determined the best course of action would be to go forward with the current numbers. Sel. Neville commended the Fields Advisory Committee and Mr. Aspinwall on the ongoing efforts and time put into this project.

#### **14-297 Fall Town Meeting Warrant Review**

The Board of Selectmen discussed each warrant article and made recommendations as follows:

- **Article 1 – Sel. Smith made a motion to recommend approval of Article 1, unpaid bills, in the amount of \$9,881.82 to be funded from free cash. The motion was seconded by Sel. Neville and passed unanimously.**
- **Article 2 – Sel. Smith made a motion to recommend approval of the School Traffic Union settlement in the amount of approximately \$700 to be funded through taxation. The motion was seconded by Sel. Neville and passed unanimously.**
- **Article 3 – on hold, pending additional information – no recommendation**

- Article 4 - Sel. Smith made a motion to recommend approval to purchase a new Police Cruiser in the amount of \$36,575 to be funded from Free Cash. The motion was seconded by Sel. Neville and passed unanimously.
- Article 5 - Sel. Smith made a motion to recommend modification of the Operating Budget by amending the Debt Service in the amount of \$11,211.81 to be funded through taxation. The motion was seconded by Sel. Neville, and passed unanimously.
- Article 6 - on hold, pending additional information – no recommendation
- Article 7 – Sel. Smith made a motion to recommend approval of funding of the Sewer Extension at Village Street in the amount of \$3,660,000 through borrowing. The motion was seconded by Sel. Neville and passed unanimously.
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- Article 14 – Sel. Smith made a motion that the Board of Selectmen recommends dismissal of Article 14 because there are no deficits to fund currently. The motion was seconded by Sel. Neville and passed unanimously.
- Article 15 – Sel. Smith made a motion that the Board of Selectmen recommends approval of the consolidation of Board of Health revolving funds and the transfer of \$16,004 into one fund. The motion was seconded by Sel. Neville and passed unanimously.
- Article 16 - Sel. Smith made a motion that the Board of Selectmen recommends approval of the funding of an actuarial study in the amount of \$1750 from taxation. The motion was seconded by Sel. Neville and passed unanimously.
- Article 17- no recommendation
- Article 18 – Sel. Smith made a motion that the Board of Selectmen recommends approval of funding for improvements to school and town athletic fields in the amount of \$5,500,000 through borrowing. The motion was seconded by Sel. Neville and passed unanimously.
- Article 19- Sel. Smith made a motion that the Board of Selectmen recommends approval of funding of the settlement of a grievance filed by The Millis Police Association in the amount of \$725 from Free Cash. The motion was seconded by Sel. Neville and passed unanimously.
- Article 20 – Sel. Smith made a motion that the Board of Selectmen does not recommend approval of amending the Zoning Bylaw as stated in Article 20. The motion was seconded by Sel. Neville.

**14-298 Former Bank Parking/Easement**

Agenda item passed over due to lack of new information.

**14-299 Sign Permit Application Holliston Mill Open Studios**

**Motion by Sel. Smith to deny the sign permit application from the Holliston Mill Open Studios because it is a private entity. The motion was seconded by Sel. Neville and passed unanimously.**

**14-300 Exchange Street On-Street Parking Reconfiguration**

Mr. Aspinwall discussed the possible scope of reconfiguration of on street parking at Exchange Street. Mr. Aspinwall said traffic reports and current conditions will be assessed and the project could be considered at the May 2015 Town Meeting.

**14-301 Award of Niagara House Fire Hose Tower Project**

Mr. Aspinwall recommended that the BOS reject the bids due to bond information which was inadvertently left in the bid documents.

**Sel. Smith made a motion to reject the bids submitted for the Niagara House Fire Hose Tower Project on 10/16/14. The motion was seconded by Sel. Neville and passed unanimously.**

**14-302 Fifth Avenue Liquors Change of Hours**

Sel. Wagner reviewed a memo from the ABCC regarding retail licensees being permitted to sell alcoholic beverages at 10:00am on Sundays beginning on 10/23/14. Licensees are required to notify the local licensing authority of their change of hours.

**Sel. Smith made a motion to approve the change of hours request from Morganti's, dba Fifth Avenue Liquors, to open at 10:00am on Sundays effective 10/23/14. The motion was seconded by Sel. Neville and passed unanimously.**

**14-303 Bond Anticipation Note Review**

**Sel. Smith made a motion to approve a short term Bond Anticipation Note in the amount of \$102,240 for the project known as "Replacement Boiler". The motion was seconded by Sel. Neville and passed unanimously.**

**Consent Items – Minutes Approval**

**Motion by Sel. Smith, seconded by Sel. Neville, to approve and accept the Regular Session minutes of 10/6/14 and the Executive Session minutes of 10/6/14 as written. The motion passed unanimously.**

**Unforeseen Item as of Posting of Agenda**

**Sel. Smith made a motion to approve the request by the Millis Garden Club to place a table for display and promotion of the annual greens sale at the 11/4/14 election to be held at the Veterans Memorial Building. The motion was seconded by Sel. Neville and passed unanimously.**

**MISCELLANEOUS INFORMATION**

The next Regular Session meeting will be held on 11/3/14 at 6:30pm directly preceding Fall Town Meeting.

Respectfully submitted:

Karen M. Bouret