

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, June 22, 2015 7:00 PM
Veterans Memorial Bldg. Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. Smith called the meeting to order at 7:05 pm. The following persons were present: Chair Christopher Smith, Vice-Chair James Neville, Clerk James McCaffrey, Operations Support Manager Karen Bouret, and Town Administrator Charles Aspinwall.

ANNOUNCEMENTS

Charles Aspinwall said the Town received a letter from resident Wayne Simpson commending DPW employees David Rachmaciej, Frederick Souza, Jonathan Wanders, and Michael Hillery on their efforts clearing and grubbing Section F of the cemetery in order to produce additional lots. Mr. Aspinwall said Mr. Simpson volunteers his time and has been instrumental in working with the DPW on cemetery projects.

Sel. Smith said Town Hall will be closed for business on Friday, July 10th for Violent Intruder Training for staff. Sel. Smith said to be aware that there will be increased Police and Emergency personnel presence in the area during the morning hours.

Sel. Neville thanked Erin LeBlanc and the Millis Girls Softball team for their charity game against the First Responders. Sel. Neville said the event was well run and a big success. Sel. Neville also congratulated the Millis High School Senior Class on their graduation and wished them success in all future endeavors.

Mr. Aspinwall said Ellinor Harkins has resigned after many years on the Council on Aging Board. The BOS recognized her all her efforts and thanked her for her service.

15-200 Fire Permit Fees

Fire Chief Rick Barrett spoke about proposed Fire Permit Fees. Chief Barrett said rates have not increased for over twenty years and presented a new fee schedule for review. (see attached) Chief Barrett said an Open Burning fee of \$5.00 was added as a new fee due to the cost of processing burning permit requests. Sel. Smith voiced concerns about adding a new fee but said the other Selectmen saw it as reasonable.

Sel. Neville said the Board of Selectmen adopts the new Fire Permit Fee Schedule effective July 1, 2015, as follows:

Permit	Fee
Open Burning	\$5
Oil Burner Installation	\$50
Propane Installation/storage	\$50
Flammable Liquid storage	\$50

Gun Powder/Ammo Storage	\$25
Fireworks Display	\$50
Blasting	\$50
Carnivals Permit	\$100
Tank Truck/Transfer tank	\$35
Tank Installation	\$50
Tank Removal	\$50
Smoke Detector/Carbon Monoxide	Single Family \$50 2 Family \$100 3-5 Family \$50 per unit 6-25 Units \$50 plus \$25 Per unit
Connection to Municipal Fire Alarm	\$200
Monitor Fee for Master Box	\$250
Demolition Permit	\$50
Welding/Cutting	\$50
Tentage	\$50
Quarterly Inspections	\$50
Request for Reports	\$25

The motion was seconded by Sel. McCaffrey and passed unanimously.

Mr. Aspinwall said the new schedule will be advertised and posted on the website.

15-201 FY14 Audit Review

Mr. Aspinwall introduced Mr. Scott McIntyre of Melanson Heath & Company, PC. Mr. McIntyre presented the five reports from the FY14 Audit including the Management Letter, Annual Financial Statements, School End-Of-Year Financial Report, Student Activity Funds Report, and the Single Audit. (See attached) Mr. McIntyre said the audit went very well, and the books and records are in good working order for key general ledger accounts. Mr. McIntyre said the Town established and OPEB Trust in 2014 which puts something towards future liabilities and is very favorable for the Town. Mr. McIntyre said overall things are in really good shape across the board and that the audit is a long process but

there were no significant bumps in the road. Mr. Aspinwall added that all reports will be available for viewing at the BOS office or on the Town website.

15-202 Sealer of Weights and Measures

Mr. Aspinwall said Michael Clancy, Sealer of Weights and Measures, has resigned. Mr. Aspinwall added that the Millis Sealer of Weights and Measures also serves and shares equipment with Medway and Medfield. All three Town Administrators performed interviews for a replacement and Jim Allshouse was the unanimous choice. Mr. Aspinwall recommended that the BOS appoint Mr. Allshouse as the new Sealer of Weights and Measures.

Sel. Neville made a motion to approve the Town Administrator's appointment of W. James Allshouse as Sealer of Weights and Measures subject to a satisfactory CORI and physical. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-203 Sale of Tax Title vs. Foreclosure Option

Mr. Aspinwall discussed the sale of tax titles versus pursuing foreclosure proceedings with Town Counsel. Mr. Aspinwall said that if a parcel owner owes more in taxes than the actual land value you can take action on the property. Jennifer Scannell, Treasurer/Collector, presented a list of the top five tax title properties and the top three land tax titles that are ready to have action taken on them. Ms. Scannell said the Town can sell the tax titles to private investors through a publicized auction. Ms. Scannell said this option allows the Town to collect immediately and the party that acquires the property by submitting the highest bid can then collect or proceed with foreclosure or whatever they see fit. Ms. Scannell said the properties in question have all been notified via certified mailings on many occasions but have not responded.

Sel. Neville made a motion to approve assignment of tax titles for sale and auction on parcel ID #'s 46-054, 39-007, 46-029, 16-053B, and 17-018 by the Treasurer/Collector. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-204 Appointment of Police Officers

Police Chief Keith Edison said he is recommending the appointment of Craig Thompson for the position of Police Officer. The Chief said Mr. Thompson has been granted an academy waiver through Civil Service and the Municipal Police Training Committee and can begin immediately. Mr. Aspinwall said Mr. Thompson was the best candidate for the position and is also recommending that the BOS appoint him.

Sel. Neville made a motion to approve the Town Administrator's recommendation to appoint Craig Thompson as full time Police Officer starting as early as 6/23/15 but no later than 7/8/15 subject to a satisfactory CORI and physical. The motion was seconded by Sel. McCaffrey and passed unanimously.

Chief Edison said he feels Bryan Johnson, who is currently a full time Dispatcher for Millis, is the best candidate for the position of Permanent Intermittent Police Officer. Mr. Aspinwall recommended that the BOS appoint Bryan Johnson to the position.

Sel. Neville made a motion to approve the Town Administrator's recommendation to appoint Bryan Johnson to the position of Permanent Intermittent Police Officer subject to a satisfactory CORI and physical. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-207 Fire Department Commendation

Fire Chief Rick Barrett presented a letter he received from a cardiac arrest patient whose life was saved by proper administration of CPR by the Millis Fire Department and use of a Defibrillator and medication provided by Norfolk ALS. The letter urges the Town to back the Advanced Life Support initiative, so that all residents have the best chance of surviving a cardiac event. The Chief urged residents to step in and start CPR, saying chest compressions alone can keep the blood flowing enough to save a life until medical help arrives.

Chief Barrett presented a letter from the Metropolitan Boston Emergency Medical Services Council, Inc., and the Department of Public Health congratulating the Town on being designated a HeartSafe Community. Chief Barrett said putting AED's in all Town buildings and providing CPR training to staff resulted in the award. Chief Barrett thanked the School nurses and Assistant DPW Director Jim McKay on their assistance in meeting the requirements.

Chief Barrett said the Millis Fire/Rescue Department and Events EMS have been recognized by the American Heart Association with a Bronze Award. The Chief said the award recognizes the good working relationship between the first responders and the ER and Catheter teams.

The BOS commended the Chief and his staff on their continued efforts to provide optimum service to residents and visitors of our community.

15-206 Chapter 90 Recommendations

Mr. Aspinwall said the Chapter 90 funding recommendations have been made and reviewed the road repairs under consideration including Exchange Street and Rosenfeld Road. (See Attached) Mr. Aspinwall showed photos of road repairs done by filling potholes with cold patch versus repairs done by a skid steer with a cold planing attachment. Mr. Aspinwall explained that having a Town owned cold planer would allow the roads to be repaired in such a way that less reclaiming and grading would need to occur, therefore reducing paving costs in the long run. Mr. Aspinwall said the purchase of a skid steer loader with cold planer attachment is one of recommendations for use of the funding.

Resident Carol McColl spoke in favor of repairs to Exchange Street and provided photos of damage to her home that she alleges were caused by vibrations from trucks going over the potholes. Sel. Smith said he would like to set up an appointment to meet with Ms. McColl at another time to discuss the home damage. Another resident also complained about Exchange Streets disrepair and pleaded to have the road fixed.

The BOS agreed with Mr. Aspinwall's recommendations and sympathized with the residents residing on Exchange Street.

Sel. Neville made a motion to approve the Town Administrator's Chapter 90 Recommendations as summarized in the May 29th, 2015 Memo as follows: Exchange Street repairs \$288,000.00, purchase of a Skid Steer Loader \$47,000.00, purchase of a Cold Planer attachment \$15,000.00, and chip seal or crack seal \$63,742.00, for a total of \$413,742.00. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-205 Inter-function Transfers

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$9,500.00 from 0190051-519150 Health Insurance to 0115552-520820 Data Processing Maintenance

for Software due to increased costs. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$8,600.00 from 0119352-570100 General Insurance to 0119852-521200 Town Building Maintenance Contract for camera inspection in drains at the Police/Fire Department. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$12,423.16 from 0151051-510500 Board of Health Director Salary to 0154352-540630 Veterans Benefits for an increased amount of filings for benefits. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$3,600.00 from 0112951-510220 Selectmen Department Head Salary to 0112952-540400 Selectmen Supplies and Expenses for computer equipment not funded at town meeting. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$8,800.00 from 0190051-519150 Health Insurance to 0115152-520151 Legal Expenses for additional legal activity due to Library and Police/Fire Station projects. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$4,253.06 from 0122051-510550 Fire Overtime to 0121051-510550 Police Overtime for coverage for injured officers. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$11.50 from 0116352-540100 Registrars Printing to 0116252-540500 Election Advertising for special election costs not budgeted for. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$3,162.29 from 0142251-510550 DPW Overtime to 0142252-540870 DPW Gasoline for varied expenses related to field maintenance, sidewalk repair, and additional meal allowances due to excessive snow and ice storms. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$476.00 from 0142251-510600 DPW Longevity to 0142252-540870 DPW Gasoline for varied expenses related to field maintenance, sidewalk repair, and additional meal allowances due to excessive snow and ice storms. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$1,033.65 from 0123552-540850 Dispatch Equipment Repairs to 0123551-510550 Dispatch Overtime to cover additional overtime due to personnel turnover. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$1,075.00 from 0122051-510550 Fire Overtime to 0129252-540870 Animal Control Gasoline to cover

additional costs for a laptop and propane which exceeded the budget. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$343.35 from 0117651-510300 ZBA Clerical Wages to 0116251-510500 Elections Wages to cover additional costs related to special town election for Clyde F. Brown project. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$100.00 from 0123552-540850 Dispatch Equipment Repairs to 0129251-510550 Animal Control Overtime to cover after hour's calls for Animal Control. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$2,832.93 from 6100052-540990 Water Miscellaneous Expenses to 6100051-510500 Water Wages Overtime to cover excessive overtime due to 18 leaks so far in 2015. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$260.00 from 0114151-510350 from Assessors Overtime 0114151-510350 to Finance Committee Clerical Wages to cover excess hours due to additional meetings for special town meeting preparation. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves an inter-function transfer in the amount of \$260.00 from 0114151-510350 from Assessors Overtime 0114151-510350 to Finance Committee Clerical Wages to cover excess hours due to additional meetings for special town meeting preparation. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-208 BOS and Town Administrator Appointments

Sel. Neville appointed the following individuals to the committees listed for the term specified below:

COMMITTEE	LAST NAME	FIRST NAME	TERM
Agricultural Commission	Hubbard	Diane	2016
Agricultural Commission	Tangerini	Charles	2016
Agricultural Commission	Tangerini	Laura	2016
Animal Inspector - Assistant	Ober	John	2016
Cable TV Advisory Committee	Forman	Leonard	2016
Cable TV Advisory Committee	Koch	Carter	2016
Cable TV Advisory Committee	Neville	James	2016
Cable TV Advisory Committee	Normandin	Raymond	2016
Cable TV Advisory Committee - Ex Officio	Yusna	Madeline	2016
Cable TV Advisory Committee (School Comm.)	Catalano	Steven	2016
Cemetery Review Committee	Collins	Marsha	2016
Cemetery Review Committee	Doyle	John	2016

Cemetery Review Committee	McKay	James	2016
Cemetery Review Committee	Mushnick	Jeffery	2016
Cemetery Review Committee	Neville	James	2016
Cemetery Review Committee	Vecchi	Charles	2016
Community Preservation Committee	Barry	Wendy	2018
Community Preservation Committee	MacInnes	Catherine	2018
Community Preservation Committee	Maltinsky	Nathan	2018
Community Preservation Committee	Normandin	Raymond	2018
Community Preservation Committee	Rheume-Mustard	Pamela	2018
Community Preservation Committee	McCaffrey	James	2016
Community Preservation Committee	Rich	Anne	2018
Community Preservation Committee - ex-officio	Schultze	Craig	2016
Conservation Commission	Chorey	Timothy	2018
Conservation Commission	Lederer	James	2018
Council on Aging	Daly	Helen	2018
Council on Aging - ex-officio	Kayo	Patricia	2016
Cultural Council	Boiardi	Joyce	2018
Cultural Council	Copice	Stephanie	2018
Cultural Council	Haggerty	Carol	2018
Cultural Council	Main	Steven	2018
Cultural Council	Matthews	Gina	2018
Cultural Council	Neville	Patrick	2018
Cultural Council - Ex Officio	Richard	Valerie	2016
Drinking Water Committee	Aspinwall	Charles	2016
Drinking Water Committee	Lannon	Kathleen	2016
Drinking Water Committee	McCaffrey	James	2016
Drinking Water Committee	McKay	James	2016
Drinking Water Committee	Schultze	Craig	2016
Emergency Management Agency Co-Director	Byrne	David	2016
Emergency Management Agency/Communication	Doe	David	2016
Emergency Management Agency/Communication	Yeager	Robert	2016
Employee Insurance Advisory Committee	Anderson	Jacqueline	2016
Employee Insurance Advisory Committee	Bishop	Charles	2016
Employee Insurance Advisory Committee	Kilmartin	Pamela	2016
Employee Insurance Advisory Committee	Walker	Laurie	2016
Energy Committee - ex-officio	Aspinwall	Charles	2016

Energy Committee	Babin	Gary	2016
Energy Committee	Byrne	Dave	2016
Energy Committee	Farrar	Timothy	2016
Energy Committee	Gibbons	Craig	2016
Energy Committee	Lederer	James	2016
Energy Committee	O'Connell	Tom	2016
Energy Committee	Streck	Kathleen	2016
Ethics Committee Liaison	Bouret	Karen	2016
Fence Viewer	Aspinwall	Charles	2016
Fence Viewer	Giampietro	Michael	2016
Finance Director/Town Accountant	LaPlant	Kathleen	2016
Financial Management Team	Aspinwall	Charles	2016
Financial Management Team	LaPlant	Kathleen	2016
Financial Management Team	O'Brien	David	2016
Financial Management Team	Scannell	Jennifer	2016
Financial Management Team	Schultze	Craig	2016
Financial Management Team	Smith	Christopher	2016
Financial Management Team	Soule	Jennifer	2016
Historical Commission	Graci	Jacqueline	2018
Historical Commission	Slayton	Mark	2018
Historical Commission	Waskiewicz	Fred	2018
Insurance Advisory Committee	Gove	Christopher	2017
Insurance Advisory Committee	Kane	Timothy	2018
Insurance Advisory Committee	Klocko	Wayne	2018
Insurance Advisory Committee	Schofield	David	2017
Insurance Advisory Committee - Ex Officio	Bouret	Karen	2016
Local Emergency Planning Committee	Aspinwall	Charles	2016
Local Emergency Planning Committee	Barrett	Richard	2016
Local Emergency Planning Committee	Bremilst	Richard	2016
Local Emergency Planning Committee	Byrne	David	2016
Local Emergency Planning Committee	D'Angelo	Karen	2016
Local Emergency Planning Committee	Edison	Keith	2016
Local Emergency Planning Committee	Howley	Vincent	2016
Local Emergency Planning Committee	Jacobsen	Paul	2016
Local Emergency Planning Committee	Lannon	Kathleen	2016
Local Emergency Planning Committee	McKay	James	2016
Local Emergency Planning Committee	Thissell	Barbara	2016
Local Emergency Planning Committee	Wagner	Andrea	2016

Master Plan Implementation Committee	Aspinwall	Charles	2016
Master Plan Implementation Committee	Giampietro	Michael	2016
Master Plan Implementation Committee	Hilton	Bonnie	2016
Master Plan Implementation Committee	Schultze	Craig	2016
Master Plan Implementation Committee	McCaffrey	James	2016
Master Plan Implementation Committee	Yered	George	2016
MBTA Advisory Board Designee	Aspinwall	Charles	2016
Metropolitan Area Planning Council Representative	Aspinwall	Charles	2016
Norfolk County Advisory Board Designee	Neville	James	2016
Parking Clerk	Bouret	Karen	2016
Permanent Building Committee	Wine	Jonathan	2018
Permanent Building Committee - ex officio	Aspinwall	Charles	2016
Permanent Building Committee - ex officio	Barrett	Richard	2016
Permanent Building Committee - ex officio	Edison	Keith	2016
Permanent Building Committee - ex officio	Smith	Christopher	2016
Planning Board - Associate	Nichols	Richard	2016
Playground Committee	Farrar	Jennifer	2016
Playground Committee	Fong	Sarah	2016
Playground Committee	Gibbons	Denise	2016
Playground Committee	Rheume-Mustard	Pamela	2016
Public Employees Committee	Anderson	Jacqueline	2016
Public Employees Committee	Bishop	Charles	2016
Public Employees Committee	Kilmartin	Pamela	2016
Public Employees Committee	Lappen	Susan	2016
Public Employees Committee	Pitman	Robin	2016
Public Employees Committee	Shearns	John	2016
Public Employees Committee	Sims	Paul	2016
Public Employees Committee	Tingley	Paul	2016
Public Employees Committee	Walker	Laurie	2016
Public Weighers	Bianco	Kenneth	2016
Public Weighers	Collins	Michael	2016
Public Weighers	Gilleney	Donald	2016
Public Weighers	Lapierre	Paul	2016
Public Weighers	Lariviere	Jason	2016

Public Weighers	Maraggio	Robert	2016
Public Weighers	Murphy	Arthur	2016
Public Weighers	Pukanasis	Michael	2016
Public Weighers	Rorrie	Scott	2016
Public Weighers	Rossi	Francis	2016
Public Weighers	Tresca	John	2016
Public Weighers	Tresca	Robert	2016
Public Weighers	Tresca	Steven	2016
Recreation Committee	Banks	Michael	2016
Recreation Committee	Juhl	Deborah	2016
Recreation Committee	Malouf	Judy	2016
Recreation Committee	Rheume- Mustard	Pamela	2016
Recreation Committee	Schulz	William	2016
Recreation Committee	Truchon	Joanne	2016
Recreation Committee	Vara	Susan	2016
Recreation Committee - ex-officio	Fogarty	Kristen	2016
Regional Transportation Advisory Council	D'Eramo	Domenic	2016
Regional Transportation Advisory Council - Alternate	Chisholm	Edward	2016
Regionalization Sharing Committee	Smith	Christopher	2016
Registrars of Voters	Conroy	Mark	2016
Registrars of Voters	Murphy	Rita	2016
Registrars of Voters	Wood	Leland	2016
Right to Know Coordinator	Thissell	Barbara	2016
Safety Committee	Barrett	Richard	2016
Safety Committee	Bouret	Karen	2016
Safety Committee	Byrne	David	2016
Safety Committee	Edison	Keith	2016
Safety Committee	McKay	James	2016
Safety Committee	Thissell	Barbara	2016
School Building Committee	Aspinwall	Charles	2016
School Building Committee	Byrne	David	2016
School Building Committee	Catalano	Steven	2016
School Building Committee	Gibbons	Denise	2016
School Building Committee	Gustafson	Nancy	2016
School Building Committee	Jurmain	Diane	2016
School Building Committee	Klocko	Wayne	2016

School Building Committee	Phelps	Jason	2016
School Building Committee	Postler	Robert	2016
School Building Committee	Schultze	Craig	2016
School Building Committee	Smith	Christopher	2016
School Building Committee	Soule	Jennifer	2016
School Building Committee	Wagner	Andrea	2016
School Building Committee	Wine	Jonathan	2016
Sealer of Weights & Measures	Allshouse	James	
Sewer Study Committee	Aspinwall	Charles	2016
Sewer Study Committee	Bocchino	Joseph	2016
Sewer Study Committee	Cantoreggi	Robert	2016
Sewer Study Committee	Chisholm	Edward	2016
Sewer Study Committee	McKay	James	2016
Sewer Study Committee	Neville	James	2016
Sewer Study Committee	Thissell	Barbara	2016
Sidewalk Committee	Conroy	Samantha	2016
Sidewalk Committee	Ferzoco	Jeffrey	2016
Sidewalk Committee	MacInnes	Catherine	2016
Sidewalk Committee	Messias	Mark	2016
Sidewalk Committee	Northgraves	John	2016
Sidewalk Committee	Rheaume- Mustard	Pamela	2016
Sidewalk Committee	Schultze	Craig	2016
Southwest Area Planning Council	Aspinwall	Charles	2016
Surveyor of Wood and Lumber	Giampietro	Michael	2016
Town Counsel	Kopelman & Paige		2016
Treasurer & Collector	Scannell	Jennifer	2016
Tree Warden	Cantoreggi	Robert	2016
Tree Warden - Deputy	Vatour	Richard	2016
The motion was seconded by Sel. McCaffrey and passed unanimously.			

Mr. Aspinwall recommended the appointment of Robert Yeager as Director of Veterans' Services.

Sel. Neville made a motion to appoint Robert Yeager as Director of Veterans' Services effective July 1, 2015, pending a physical and satisfactory CORI result. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-209 Bond Anticipation Note – Police and Fire Project

Sel. Neville made a motion to that the BOS approves the Bond Anticipation Note for \$2,500,000.00 with an interest rate of .73% for the Police and Fire Station. The motion was seconded Sel. McCaffrey and passed unanimously.

15-210 Field Feasibility Oak Grove and Cassidy Field

Mr. Aspinwall said the National Guard was contacted to see if Millis can gain assistance to help create additional recreation fields, and a meeting was held between Major Callahan of the Guard, two senior officers, some Town officials, and himself. Mr. Aspinwall said there are two areas that were looked at on the Oak Grove property for possible development. Mr. Aspinwall said the Guard assists communities as a training exercise and will clear trees, install drainage, etc. as needed. A platoon camps out on site and works in two week increments. Major Callahan stated, at the meeting, that the project seems feasible for the Guard program. Mr. Aspinwall suggested getting proposals after 7/1/15 and then bringing the estimates back to the BOS for review. The BOS agreed that this is a creative way to help improve and gain more fields for the Town and told Mr. Aspinwall to seek proposals.

15-211 Ross Ave Water Main Design Award

Mr. Aspinwall recommended that the Town enters into a contract with GCG Associates, Inc., for design of a water main extension and roadway improvement project at Ross Avenue. Mr. Aspinwall said GCG has been the engineer for several Town projects and have always performed well.

Sel. Neville made a motion to approve entering into a contract between the Town and GCG Associates, Inc., in the amount of \$23,710.00 for engineering services for the Ross Avenue water main extension and roadway improvement project. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-212 Design of Operation and Maintenance Plan – Town Sewer System, Contract Award

Mr. Aspinwall recommended that the Town enters into a contract with GCG Associates, Inc., for engineering services for development of an Operation and Plan for the Town's sewer system ad required by the NPDES.

Sel. Neville made a motion to approve entering into a contract between the Town and GCG Associates, Inc., in the amount of \$26,220.00 for engineering services for development of an Operation and Plan for the Town's sewer system ad required by the NPDES. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-212 Design of Operation and Maintenance Plan – Town Sewer System, Contract Award

Mr. Aspinwall said the Town was referred to Kleinfelder by the town of Medway to handle questions and concerns regarding conformance with NPDES MS4 stormwater permitting regulations in the proposed 2014 Draft General Permit. Based on a presentation made to the Town, Mr. Aspinwall suggested that it is in the Town's best interest to contract with Kleinfelder for these services going forward.

Sel. Neville made a motion that the BOS approves the Town Administrator's recommendation to enter into a contract with Kleinfelder for NPDES MS4 Program Assistance in the amount not to exceed \$21,500.00. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-214 Amendment to Energy Manager Services Contract

Mr. Aspinwall said the agreement to share the costs of the Energy Manager's services with Medway is going to expire on June 30, 2015. Mr. Aspinwall recommends that the Board approves an extension to the agreement through August 24, 2015 to coincide with the grant agreement.

Sel. Neville made a motion that the BOS approves Amendment #1 to the Agreement for Energy Manager Services between the Town of Medway and Town of Millis to extend contract coverage through August 24, 2015. The motion was seconded by Sel. McCaffrey and passed unanimously.

Consent Items

Sel. Neville made a motion to approve the regular and executive session minutes of June 8, 2015, as written. The motion was seconded by Sel. McCaffrey and passed unanimously.

EXECUTIVE SESSION 10:15 PM

Motion by Sel. Smith to enter in to Executive Session 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, and the Chair does so declare. (Police and SEIU Contract)

By Roll Call Vote: Sel. Smith—aye, Sel. Neville—aye, Sel. McCaffrey—aye.

ADJOURNMENT

Motion to adjourn by Sel. Neville at 10:45 PM, seconded by Sel. McCaffrey. The motion passed unanimously.

Respectfully submitted:

Karen M. Bouret