

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
December 19, 2011
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Chair Andrea Wagner called the meeting to order at 7:37 p.m. The following persons were present: Chair Andrea Wagner, Vice Chair Donald Hendon, Clerk Charles Vecchi, Town Administrator Charles Aspinwall and Administrative Assistant Jennifer Cederberg.

ANNOUNCEMENTS: Library groundbreaking.

FIRE SERVICE CHARGES: Sel. Wagner noted that the Engineer who was invited to come in to make a presentation on fire service charges did not appear. She suggested moving the discussion to January 9th. Attorney Rosenfeld agreed to this date.

NIAGRA HALL TRANSFER OF CUSTODY: Nathan Maltinsky of the Historical Commission spoke to the Board requesting that they consider transferring ownership of Niagra Hall from the BOS to the Historical Commission. He reviewed the renovations that are being made and have been made to the building.

Mr. Aspinwall suggested that the Police Department be consulted to see if they have any intention of continuing to use the gym equipment.

Motion by Sel. Hendon, seconded by Sel. Vecchi, to transfer the care and custody of Niagra Hall to the Historical Commission. The motion passed unanimously.

MAPC REZONING CAMPAIGN: Mr. Aspinwall noted that he has not received feedback from the Planning Board yet.

TA'S SALARY: Sel. Wagner noted that in the new year, the Board will be looking at where the Town Administrator's current salary lies in terms of comparable towns. She stated that this is not unlike the study that the remaining Town employees underwent in November. Mr. Aspinwall reiterated that this will be a public discussion and that any changes would go through the budget process. Ms. Wagner suggested revisiting the discussion at one of the January board meetings.

FEASIBILITY STUDY: Mr. Aspinwall informed the Board that the Police Station feasibility study bids are due by January 5th and noted that adding on the St. Paul's property would almost double the cost.

SIDEWALK SIGN REQUEST:

Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the permit for a sign for Lumpy's Liquors sign is 3 ft. tall and 2 ft. wide and to be removed daily. The motion passed unanimously.

2012 LICENSE RENEWALS:

Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the 2012 license renewals as follows:

AM Vets Post #495	Automatic Amusement
	Entertainment
	Pool Table
	Veterans Club
Bethany House	Junk Collector
Bob's Auto Body	Class II
Bob's Family Restaurant	Common Victualler

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
December 19, 2011
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

Budabings 50's Café	Common Victualler
	Entertainment
	Restaurant - All Alcohol
The Charles Café	Restaurant - All Alcohol
Dunkin Donuts	Common Victualler
	Entertainment
East Side Restaurant	Common Victualler
Export Auto of Millis	Class II
Farm Street Auto Sales	Class III
Fifth Avenue Wine & Spirits	Package Store - All Alcohol
Fin, Fur & Feather Club	Skeet and Trap Shooting
Foreign Car Repair	Class II
Glen Ellen Country Club	Common Victualler
	Entertainment
	Restaurant - All Alcohol
Gold's Gym	Common Victualler
	Entertainment
Harkeys	Package Store - All Alcohol
Isabella's	Common Victualler
E&A Roast Beef & Wings	Common Victualler
Lilac House Restaurant	Restaurant - Wine and Malt
	Common Victualler
Louie's Pizzeria	Common Victualler
Lumpy's Liquors	Package Store - All Alcohol
Main Street Mobil	Package Store - Wine and Malt
Marinho's Pizza	Common Victualler
McDonald's	Common Victualler
	Entertainment
Millis Car Care Center	Class II
	Class III
Millis House of Pizza	Common Victualler
Millis Used Auto Parts	Class III
	Junk Collector
New England Auto Salvage	Class II
	Class III
Primavera Ristorante	Common Victualler
	Entertainment
	Restaurant - All Alcohol
Roche Brothers Supermarket	Common Victualler
Ryan Family Amusements	Automatic Amusement (37)
	Bowling Alley (22)

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
December 19, 2011
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

	Entertainment
	General on Premises - Wine & Malt
Saigon Restaurant	Common Victualler
Sportsmen's Lounge	Automatic Amusement
	Common Victualler
	Entertainment
	Restaurant - All Alcohol
Subway of Millis	Common Victualler
The Black Cow	Common Victualler
Victory Lane	Automatic Amusement
	Common Victualler
	Entertainment
	Restaurant - All Alcohol
W.T. Holmes Transportation Co., Inc.	Class III

The motion passed unanimously.

RECAP SHEET SIGNATURES: Mr. Aspinwall reviewed a memo from the Finance Director notifying the Town that the DOR will be requiring electronic signatures going forward.

Motion by Sel. Hendon, seconded by Sel. Vecchi, to allow the Finance Director to electronically sign the tax recap sheet and related forms on behalf of the Board of Selectmen. The motion passed unanimously.

DOWNTOWN DEVELOPMENT COMMITTEE:

Motion by Sel. Hendon, seconded by Sel. Vecchi, that we approve the appointment of Nicole Riley to the Downtown Development Steering Committee. The motion passed unanimously.

Motion by Sel. Hendon, seconded by Sel. Vecchi, that we approve the appointment of Richard Nichols to the Downtown Development Steering Committee. The motion passed unanimously.

DEWEY PROPERTY: Mr. Aspinwall noted that the Town made an effort to find a third party conservation trust to oversee the Dewey property conservation restriction but all existing trusts required a sizeable endowment. He noted that he discussed with Town Counsel forming a Millis Land Trust and reviewed the materials sent from Counsel outlining how to go about forming this organization. Mr. Aspinwall noted that a meeting was held and two or three people were identified as being interested in serving on the trust but Town Counsel advised to have at least 5 members and they would need to elect officers. He stated that other individuals need to come forward to form this trust and suggested that those individuals get in touch with Mr. Maltinsky or Anne Rich from the Conservation Commission. He noted that this is an individual organization not under the auspices of the Town or the Board of Selectmen.

CONSTELLATION CONTRACT:

Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the ratification for the fourth year contract for Constellation New Energy for the Town Buildings exclusive of School buildings for .081/kwh. The motion passed unanimously.

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
December 19, 2011
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

SCADA CONTRACT: Mr. Aspinwall reviewed the terms of the contract and noted that there are two contracts, one of which is under \$5,000 that he is able to sign for software support.

Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the contract for the second year of the maintenance and service agreement for the SCADA system with Woodard and Curran in the amount of 15,325 with the scope of services listed in the contract. The motion passed unanimously.

GIFT ACCEPTANCE: Mr. Aspinwall reviewed the history of the gift from Millis Donuts to update the Opticom System as stipulated in the Planning Board decision to allow Dunkin Donuts to renovate and put in a drive through.

Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the acceptance of the gift for the Opticom system for improvements to the Route 109 and 115 intersections in the amount of \$20,000. The motion passed unanimously.

CLEANING SERVICES CONTRACT:

Motion by Sel. Hendon, seconded by Sel. Vecchi, that we approve the contract for the Town Building Cleaning to M&M Contract of 130 Liberty Street in Brockton, MA in the amount of \$352/week. The motion passed unanimously.

YEAR END RECAP: Mr. Aspinwall reviewed his memorandum entitled “Year End Review” dated 12/19/11 which highlights some of the accomplishments of the Board over the last year. Ms. Wagner expressed thanks and noted that much of this information will be contained in the 2011 Annual Town Report.

MEETING MINUTES:

Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the regular session meeting minutes from 12/5/11 and the executive session meeting minutes from 12/5/11. The motion passed unanimously.

EXECUTIVE SESSION: At 8:55 p.m.,

Motion by Sel. Wagner to enter into executive session to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. By Roll Call Vote: Hendon – aye, Vecchi – aye, Wagner – aye.

Respectfully Submitted,

Jennifer G. Cederberg, Administrative Assistant