

**BOARD OF SELECTMEN  
REGULAR SESSION MEETING MINUTES  
January 23, 2012  
Veterans Memorial Building Room 229  
900 Main Street, Millis, MA 02054**

**CALL TO ORDER:** Chair Andrea Wagner called the meeting to order at 7:32 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.

**ASSESSOR'S OFFICE APPOINTMENT:** Finance Director Kathy LaPlant reviewed the recruitment process and thanked Mrs. Cousens for her 32 years of employment with the Town. Mr. Aspinwall reviewed Ms. Lesley Kenally's credentials and introduced her to the Board. Ms. Kenally thanked the Board for offering her the position.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the Town Administrator's appointment of Ms. Lesley Kenally as a Department Assistant II in the Assessor's Office effective 1/24/12. The motion passed unanimously.**

**MILLIS LIONS CLUB:** Mr. Mike O'Shaughnessy was in the audience to answer any questions.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the Lions Eyemobile to be brought into Millis on 4/14/12 to conduct eye exams from 10 am-2 pm subject to coordination with the Board of Selectmen's Office. The motion passed unanimously.**

**NORTHEAST SIGNATURE PROPERTIES:** Mr. John Orrico from Northeast Properties reviewed the proposed sign that they would like to donate to the Town. He stated that they may be looking to donate more signs in the future.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to accept the donation of the sign for Proe's Corner donated by Northeast Signature Properties subject to copyright approval. The motion passed unanimously.**

**VACATION TIME CARRYOVER:** Mr. Aspinwall reviewed recent requests from employees to carry over in excess of two weeks of vacation time beyond their anniversary date. He noted that he spoke with Sgt. Dwyer concerning the request from Sgt. Myers before them tonight and confirmed that there were circumstances that kept her from being able to take time off.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the vacation time carryover request for Sgt. Myers of the Millis Police Department beyond her anniversary date but not beyond the end of the fiscal year. The motion passed unanimously.**

**FIRE SERVICE CHARGE:** Mr. Aspinwall reviewed the discussion from the last BOS meeting and stated that more research on the subject needs to be done before a decision is reached. He suggested that an outside firm come in and review the rate structure currently in place as the last time this happened was 12 years ago. He stated that he will provide the Board with a list of properties that currently incur a fire line service charge and open up the discussion again at the next meeting.

**DOWNTOWN DEVELOPMENT COMMITTEE:** Mr. Aspinwall reviewed the email from Superintendent Gustafson and stated that some further appointment adjustments will need to be made in line with the vote the Planning Board took identifying who would represent their Board. He stated the members to be appointed would be Nicole Riley and Jim McKay as opposed to Nicole Riley and Richard Nichols.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, that we reconsider the vote for Richard Nichols' appointment to the Downtown Development Steering Committee. The motion passed unanimously.**

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

**Motion by Sel. Hendon, seconded by Sel. Vecchi, that we approve the appointment of Mr. James McKay as a Planning Board member on the Downtown Development Steering Committee. The motion passed unanimously.**

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to appoint Steven Catalano to the Downtown Development Steering Committee. The motion passed unanimously.**

**DONATION OF LAND:** Mr. Aspinwall reviewed the parcel of land-locked land that has been offered for donation to the Town. He stated that the assessor's map indicates that there are wetlands on the land which contribute to the parcel having a low value. He noted that there are also outstanding taxes owed in the amount of \$1,700. Mr. Aspinwall stated that his only concern is that the parcel is in close proximity to recycling areas. He stated that the parcel may be accessible via Pine Valley Road in Medway but that it is probably under water right now due to beaver activity in the area. Mr. Aspinwall suggested doing further research on the surrounding parcels and then trying to access the land before reaching a decision. Sel. Vecchi asked for clarification on the process for foreclosing on the land and what that would cost vs. the Town taking the property owner.

Mr. Aspinwall will see if the land can be viewed and bring the topic back for discussion at the next meeting.

**CONTRACT AWARD:** Mr. Aspinwall reviewed the scope of work contained in the Police Station feasibility study. He noted that he received four quotes with the low bidder being The Carrell Group. He stated that Town Meeting appropriated \$25,000 for this study.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the contract award for the Police Station feasibility study to the Carrell Group of Hopkington, MA, in the amount \$20,000. The motion passed unanimously.**

**ONE-DAY ALCOHOL LICENSE:**

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to grant a one-day alcohol license to the Millis Lions Club for wine and malt beverages held on 3/24/12 hours of sale from 7-10:30 p.m. located at 298 Exchange Street at the St. Thomas Large Hall. The motion passed unanimously.**

**TOWN BANDSTAND:** Mr. Aspinwall reviewed the history of the Town bandstand and concerns that it is in poor condition and a "hangout" for some people which raises a public safety concern. He noted that the DPW is constantly removing graffiti and that thousands of dollars have been spent on a railing system to prevent it from being vandalized which has not worked. He stated that an inspection has been done on the bandstand and the certified inspector noted that it is in unsatisfactory condition. Mr. Aspinwall asked the Board if the Board would like to consider holding a public hearing to decide what to do with the structure. Ms. Wagner asked for Mr. Aspinwall to provide options in terms of what can be done with the bandstand.

**MEETING MINUTES:**

**Motion by Sel. Hendon, seconded by Sel. Vecchi to approve the regular session BOS meeting on 1/9/12. The motion passed unanimously.**

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**ADJOURN:** At 8:15 p.m.,

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

*Respectfully Submitted,*

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*Jennifer G. Cederberg, Administrative Assistant*