

**BOARD OF SELECTMEN  
REGULAR SESSION MEETING MINUTES  
February 6, 2012  
Veterans Memorial Building Room 229  
900 Main Street, Millis, MA 02054**

**CALL TO ORDER:** Chair Andrea Wagner called the meeting to order at 7:30 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.

**DISPATCHER APPOINTMENT:** Mr. Aspinwall asked Acting Chief Dwyer to speak on behalf of Corey Volpicelli's appointment. Acting Chief Dwyer recommended his appointment as a part-time Dispatcher.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the appointment of Mr. Corey Vopicelli to the part-time dispatcher position subject to a CORI and physical effective immediately. The motion passed unanimously.**

**POLICE CHIEF APPOINTMENT:** Mr. Aspinwall reviewed the recruitment process for the position of Police Chief and introduced Lt. Keith Edison as the new Chief. Sel. Wagner reviewed the history of the recruitment process beginning with the resignation of Chief Peter McGowan. She elaborated on the makeup of the screening committee and the various exercises the candidates were asked to go through as well as Lt. Edison's history with the Holliston Police Department and his educational background. Mr. John Dugan, member of the screening committee, spoke concerning the perspective of the committee and the background of its members. He elaborated on the screening process and what they were looking for in reviewing the approximately 56 resumes that were submitted for consideration. Mr. Dugan stated that Lt. Edison came across consistent in his presentations and that his background illustrated his integrity and experience with internal discipline. Further, he stated that the decision to offer the position to Lt. Edison was unanimous and that he will be a real asset to the community. Mr. Aspinwall reviewed the process for appointing Lt. Edison.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the appointment of the new Police Chief to Mr. Keith Edison. The motion passed unanimously.**

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the contract for Mr. Edison. The motion passed unanimously.**

Lt. Edison spoke before the Board and thanked everyone for their support. He particularly thanked the members of the Police Department as well as his family members who were present in the audience. Town Clerk Lisa Hardin swore in Lt. Keith Edison as the Chief of Police for the Town of Millis. Sel. Wagner presented Lt. Edison with the official Chief's badge which his wife pinned to his shirt.

**GRANT AWARDS:** Mr. Aspinwall informed the Board that the DPW received a Loss Control Grant from MIIA in the amount of \$3,700 for confined space entry training.

Mr. Aspinwall also announced that the Millis Middle School was one of 50 recipients from across the country to receive a \$100,000 grant from Target via an email sent to the Ellen Degeneres Show by Amy Kane, a Millis graduate and mother of 3 in the school district.

**BUDGET HEARINGS:** Treasurer/Tax Collector Jeffrey Cannon presented his departmental budget for FY13. He began by reviewing a one-page snapshot of his department's activities and the transactions his office processes over the course of a fiscal year. He noted that the Town of Millis has a combined treasury and collection department and reviewed the various agency interfaces that they regularly interact with. He noted that the department acts as the liaison between the Town employees and the GIC.

Mr. Cannon noted that the Department lost 15 hours of staff time in FY12 and stated that he will be looking to reinstate those hours if at all possible. He spoke concerning the goal of enhancing security of the office during FY13.

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Mr. Jeffrey Mushnick spoke against installing a security window and closing off the area and spending \$15,000 on such a project. Mr. Cannon gave his rationale behind needing to secure the office to a greater extent. Finance Director Kathy LaPlant spoke in support of enhancing security measures in the Treasurer/Collector's Office.

Mr. Cannon went on to review the remainder of his department's budget submission which shows minimal increases. He also noted that there is a request to install a drop box for people to be able to access 24/7. He reviewed his Form 8 which requests reinstatement of the part-time position that was laid off during FY12. He stated that the cost for reinstatement is \$14,212. Mr. Cannon explained that there has been a significant impact on office staffing and customer service as a result of the loss of this position. Mr. Aspinwall echoed this sentiment by stating that the loss of this position has had an additional impact on the research and reviewing of problematic water/sewer bills by the clerk in that office responsible for that function.

Recreation Director Kris Fogarty addressed the Board concerning her department's budget. She noted that she is requesting a level service budget and that the majority of her department's operations centralize around her revolving fund. Mr. Aspinwall explained that the Recreation Department had to absorb some of the costs the DPW used to pay for including parks and field maintenance and repairs of athletic courts (e.g. tennis).

Finance Director/Town Accountant Kathy LaPlant reviewed the budgets for the Finance Director and Data Processing. She noted minimal increases in the salaries and expenses line items for the Finance Department. She reviewed the expense budget including membership dues and meetings.

Mr. Aspinwall asked Ms. LaPlant to review the responsibilities of the Finance Director's Office. She reviewed the items as illustrated on Form 2 of the budget submission packet.

Ms. LaPlant went on to review the Data Processing budget submission which she noted is still in draft format. She reviewed the expense budget in detail. She noted that she would be attending the BOS meeting on 2/27 to further discuss the plans to attend the annual MUNIS conference.

**FIRE SERVICE CHARGE:** Mr. Aspinwall reviewed a spreadsheet which illustrates all of the fire lines in Town. He noted that there are some buildings which only have a single line going into them. He pointed out that approximately half of the accounts are in the system being billed and the other half are not. He stated that the ones being billed are paying \$45/quarter. Mr. Aspinwall clarified that there are 8 accounts being billed and 10 that are not and the 8 that are being billed are of newer construction or have had recent renovations. He suggested having a review of the Town's water/sewer rate system which has not happened since 2000. He stated that this review would illustrate options for the fire service line charge which the Board can then consider. He recommended suspending the fire service line charge for the time being until the review has been completed and reviewed. He stated that a water/sewer rate hearing would then be held.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to suspend the fire service line charge for everybody in the Town of Millis. The motion passed unanimously.**

**TOWN BANDSTAND:** Mr. Aspinwall asked for the Board to schedule a hearing about the future of the bandstand. He reviewed the findings of the inspection and the history of the security issues with the bandstand. He noted that it has not been used as a bandstand in many years and it serves as a magnet for undesirable activity. The Board agreed, by consensus, to hold a hearing on March 19<sup>th</sup> and to inform the Historical Commission that this topic will be discussed.

**MILFORD CASINO:** Sel. Vecchi reported on a meeting he attended approximately 3 weeks ago in Holliston to discuss the proposed Milford Casino. He stated that it was not a pro or anti casino meeting but more an informational

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meeting to discuss the act that was signed last year and the impact it could have on surrounding towns. He stated that it could impact Millis in terms of traffic on Route 109 and that there are provisions for towns to put forth concerns in hopes to receive funds for mitigation if this should ever come to fruition. Sel. Vecchi stated that he asked to have the Town of Millis participate in future discussions.

**PRESIDENTIAL PRIMARY:**

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the warrant for the Presidential Primary being held on Tuesday, 3/6/12. The motion passed unanimously.**

**48 HERITAGE PATH:** Mr. Aspinwall reviewed the request from the owners of 48 Heritage Path to refinance their property which is part of the LIP Program's affordable units.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the refinancing of 48 Heritage Path for Eric and Janet Matthies in the amount of \$150,950 subject to a written approval from DHCD. The motion passed unanimously.**

**DOWNTOWN DEVELOPMENT COMM:** Mr. Aspinwall asked the Selectmen to designate a selectman representative to the committee and reviewed the list of individuals who have been and need to be appointed to complete the composition of the committee. Sel. Wagner volunteered to be the selectman's representative.

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the appointments to the Downtown Development Steering Committee: Selectmen Representative Andrea Wagner, Ray Normandin from the Housing Authority, James "Bud" Drummey as a Citizen at Large, Bruce Berry as a local business owner, Donald Roman from the Zoning Board of Appeals and Charles Aspinwall as an ex officio. The motion passed unanimously.**

**SENATE BILL 1019:** Mr. Aspinwall stated that the Planning Board's response felt that many of the items listed are covered under the Town's existing bylaws. He stated that this legislation has been supported by over 100 organizations and municipalities, ranging from local officials in the Town of Medway to officials in Towns as large as Newton. He also noted that many of the provisions of the proposed law are elective and not mandatory so the Town would have control as to whether or not to enact them. He stated that without this law going into effect, none of the options will be able to be considered as local options. He asked the Board to consider supporting the proposed legislation to provide the Town with options going forward.

Sel. Wagner stated that the Planning Board was asked for their opinion and it was a unanimous no. She said that their letter was very comprehensive and that their rationale makes sense. Sel. Vecchi stated that MAPC did address the Planning Board's concerns point by point and that most of the Planning Board's concerns are those of local options that can be looked at on a case by case basis as to whether or not to include them in the Zoning Bylaws. He stated that after reading the comments by the MAPC he feels comfortable supporting the signing of the letter.

Sel. Hendon stated that he does not feel comfortable supporting the legislation as the Planning Board is not in support of it. He stated that he agrees with the Planning Board that it is a bad idea. Ms. Wagner stated that she is not comfortable voting against the recommendation of the Planning Board since it was unanimous that they were against the legislation. She asked that it be reconsidered again at the next meeting to allow her and other Board members a chance to review the MAPC's response and also provide the comments from MAPC to the Planning Board.

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**RESPITE ACTIVITIES COORDINATOR:**

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to approve the Town Administrator's appointment of Kathleen Powers as the Respite Care Activities Coordinator. The motion passed unanimously.**

**ADMINISTRATOR'S REVIEW:** This item will be continued to the meeting on February 27<sup>th</sup>.

**FEMA FLOOD MAPS:** Mr. Aspinwall reviewed the letter from FEMA stating that the local flood maps have been finalized. He noted that they have addressed any comments that they have received. He further stated that the new flood maps will be much clearer to read. He stated that the maps must be adopted by Town Meeting as the flood maps become part of the zoning maps and that this action will allow the Town to continue to participate in flood insurance programs. Mr. Aspinwall stated that the maps can be reviewed in the Selectmen's Office.

**COMMITMENT TO COLLECTOR:**

**Motion by Sel. Hendon, seconded by Sel. Vecchi, to commit to the Collector the amount of \$491.14 for final water bills and special commitments for the month of January of 2012. The motion passed unanimously.**

**TROPICAL STORM IRENE:** Mr. Aspinwall reported that the Town submitted costs documenting \$97,105.14 to FEMA for reimbursement to the Town in the amount of 75% for costs incurred for all departments during a 48 hour period for Tropical Storm Irene.

**SEIU CONTRACT NEGOTIATIONS:** Mr. Aspinwall asked for a volunteer to participate in contract negotiations for this new union. Sel. Hendon volunteered to participate.

**OPENING OF THE WARRANT FOR THE MAY TOWN MEETING:**

**Motion by Sel. Hendon, seconded by Sel. Vecchi, that we open the warrant for the May 14<sup>th</sup> Annual Town Meeting to close on February 27<sup>th</sup> at 4 p.m. The motion passed unanimously.**

**MEETING MINUTES:**

**Motion by Sel. Hendon, seconded by Sel. Vecchi to approve the regular session meeting minutes from 1/23/12. The motion passed unanimously.**

**EXECUTIVE SESSION:** At 9:22 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: Wagner – aye, Hendon – aye, Vecchi – aye.**

*Respectfully Submitted,*

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*Jennifer G. Cederberg, Administrative Assistant*