

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
February 13, 2012
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Chair Andrea Wagner called the meeting to order at 4:35 p.m. The following persons were present: Chair Andrea Wagner, Clerk Charles Vecchi, Town Administrator Charles Aspinwall and Administrative Assistant Jennifer Cederberg. Vice Chair Donald Hendon was absent.

BAN SALE: Treasurer/Collector Jeff Cannon explained the reasoning behind the BAN sale and the savings it would yield the town. He noted that there were 7 or 8 bids and Bank of America had the lowest interest rate. He noted that a second

Motion by Sel. Vecchi, seconded by Sel. Wagner, that I move to approve the sale of the \$5,668,038 2.00% General Obligation Bond Anticipation Notes (the “Notes”) of the Town dated February 23, 2012, and payable February 22, 2013, to Bank of America Merrill Lynch at par plus a premium of \$96,923.45; further voted to approve the sale of a \$81,000 0.85% General Obligation Bond Anticipation Note of the Town dated February 23, 2012 and payable February 22, 2013 (the “State House Note), to Eastern Bank at par; and further move that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated February 2, 2012 and a final Official Statement dated February 9, 2012, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted; further moved that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time; further moved that we authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and such tax-exempt bonds and notes as may be issued by the Town from time to time; and further that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and such all actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

Motion by Sel. Vecchi, to withdraw the motion. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that I move to approve the sale of the \$5,668,038 2.00% General Obligation Bond Anticipation Notes (the “Notes”) of the Town dated February 23, 2012, and payable February 22, 2013, to Bank of America Merrill Lynch at par plus a premium of \$96,923.45; further voted to approve the sale of a \$267,000 0.85% General Obligation Bond Anticipation Note of the Town dated February 23, 2012 and payable February 22, 2013 (the “State House Note), to Unibank at par; and further move that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated February 2, 2012 and a final Official Statement dated February 9, 2012, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted; further moved that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time; further moved that we authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and such tax-exempt bonds and notes as may be issued by the Town from time to time; and further that each

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member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and such all actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes. The motion passed unanimously.

TWIST BAKERY SIGN: The Board discussed the request and determined that the sign would be placed on private property which means they have no jurisdiction to authorize it.

CONTRACT FOR IT SERVICES:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to award a contract for IT services to MX Consulting Services in the amount of \$45,597.18. The motion passed unanimously.

LIBRARY DIRECTOR'S CONTRACT:

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we award a contract to the Library Director with an annual salary of \$67,891.20 retroactive to July 1, 2011 and 4 weeks of vacation, no change from previous contract, the term of the contract shall be from July 1, 2011 to June 30, 2012 and a longevity payment of \$250. The motion passed unanimously.

NEW PROFESSIONALS AWARD NOMINATION: The Board discussed who should write a letter of recommendation for Ms. Fogarty who was nominated for the MRPA New Professional Award.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to authorize Andrea to write a recommendation letter and sign it on behalf of the Board of Selectmen for the Town of Millis. The motion passed unanimously.

MEETING MINUTES:

Motion by Sel. Vecchi, seconded by Sel. Wagner that we accept the regular session and the executive session meeting minutes from 2/6/12. The motion passed unanimously.

ADJOURN: At 5:07 p.m.,

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

Respectfully Submitted,

Jennifer G. Cederberg, Administrative Assistant