

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
October 1, 2012
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Chairman Donald Hendon called the meeting to order at 7:30 p.m. The following persons were present: Chairman Donald Hendon, Vice Chair Charles Vecchi, Clerk Andrea Wagner, Town Administrator Charles Aspinwall and Administrative Assistant Jennifer Cederberg.

EAGLE SCOUT PROJECT: Forest Road water main project and home water interruption; introduction of Brian Walsh, Eagle Scout candidate, who spoke concerning his project of planting trees and installing benches and flowers around a monument in Town; Millis Cultural Council Art Show on 10/13/12-10/25/12 in Room 130.

ST. THOMAS PARISH PROCLAMATION: Sel. Wagner read the proclamation for St. Thomas the Apostle Parish. Patsy Diver from the parish thanked the Board for the proclamation.

JALAPA MEXICAN GRILL ALCOHOL LICENSE: Sel. Wagner read the hearing notice. Ms. Cederberg spoke concerning the application process and noted that the application packet is complete. Mr. Elmer Chacon spoke and requested an alcohol licenses which he stated his patrons would be grateful for. Mr. Lloyd Tarren, an abutter, stated that the location is unsatisfactory and that the traffic pattern is dangerous.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to grant an all alcohol restaurant license to the Jalapa Mexican Grill of 929 Main Street of Millis, MA. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to close the hearing. The motion passed unanimously.

PD STAFFING: Chief Keith Edison spoke concerning the amount of overtime the Police Department has been spending, particularly in FY12. He noted that this fiscal year has started out poorly with injured/ill officers as well as the resignation of another police officer. He stated that this year's overtime exposure could be \$100,000 over what it was last year and requested that the Board consider adding more staff to the Department, noting that even sending a permanent intermittent officer to the Police Academy could be postponed as far out as next March or June. He further informed the Board that two of his current permanent intermittent officers are being recruited for full-time positions by other towns.

Chief Edison stated that in addition to sending officers to three days of required in-service training, the Commonwealth has added another two days onto this mandate which brings the liability to the Town in the amount of \$46,000 when only \$22,000 was budgeted. He said the solution is that the Department needs additional personnel. Eventually, working overtime leads to a reduction in morale, having to force people to work and burning out the permanent officers. He noted that he met with Mr. Aspinwall to discuss these issues and stated that the best case scenario would be to bring someone on as a lateral transfer and to look forward to the June Police Academy start date to begin addressing the need for additional staffing for the PD.

Mr. Aspinwall stated that there is the possibility of filling the vacant position with a permanent intermittent officer to get the Department through June but that long-term, the staffing issue needs to be dealt with. He noted that Chief Edison will be starting a dialogue with the Finance Committee. He stated that some planning needs to be done and that part of that planning might be adding staff rather than looking at bulking up overtime costs. Chief Edison stated that a list of potential permanent intermittent officers has been requested from the Department of Civil Service. Mr. Aspinwall stated that more numbers will be laid out and presented at the next BOS meeting. He reminded the Board that the impact of this shortage will also trickle down to the Dispatch department.

1073 MAIN STREET UPDATE: Mr. Aspinwall reported there is no new news.

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OPEN AND CLOSE FATM WARRANT:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to open the Annual Fall Town Meeting Warrant. The motion passed unanimously.

FATM WARRANT REVIEW: Mr. Aspinwall recommended that the Board amend Article 1 to open up line 2 in the Public Safety budget to consider whether funds should be added to the Police Department for additional staffing. He also noted that Article 6 remains in place at this point to consider whether or not funds should be allocated for the Fire Department computer system upgrade. For Article 18, Mr. Aspinwall recommended dismissing it and noted that the policy regarding use of the Recreation Fund is forthcoming at the next meeting and that such a position, if created, could be funded out of that Recreation Fund which does not require Town Meeting approval. Sel. Wagner stated that she would like to have this discussion at the next meeting as the Recreation Commission submitted the article and not the Board of Selectmen.

Mr. Aspinwall pointed out articles 30 and 31 which are new articles he is recommending in anticipation of putting monies in the Stabilization Fund and in anticipation of bonding for the Library. He reviewed the problems with the roof leaking over the gymnasium and noted that the Fire Department conducted a leak test and discovered that a wind driven rain is permeating the wall that abuts the gym roof. He reviewed what needs to be done, in conjunction with an architect and a roofing specialist, to correct this problem. He stated that he won't have firm numbers for this project for another couple of weeks but that this work must be completed before the gymnasium roof can be painted.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to amend Article 1 to add funds to line 2 addressing Public Safety staffing issues. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to add an article 30 which would read "to see if the Town would vote to raise by taxation or by transfer from available funds, a sum of money for the Stabilization Fund; or act in any manner relating thereto" and article 31 which would read "to see if the Town would vote to raise by taxation or by transfer from available funds, a sum of money for town building improvements; or act in any manner relating thereto." The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to close the warrant. The motion passed unanimously.

CULTURAL COUNCIL APPOINTMENTS:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Cultural Council Gina Matthews of 7 Pine House Road, Carol Haggerty of 376 Orchard Street and Joyce Bolardi of 206 Orchard Street for a term ending 6/30/15. The motion passed unanimously.

TOWN FIELDS COMMITTEE APPOINTMENT: Mr. Aspinwall asked the Board's pleasure in defining the composition of the Fields Committee. He noted that right now there are 5 people from 5 different Boards/Departments. He stated that Recreation Director Kris Fogarty has put forward her name for consideration of appointment but that the Recreation Commission/Department is already represented by member Sue Vara. Mr. Hendon stated that he is open either way. Ms. Wagner stated that she feels Ms. Fogarty would be a valuable member of the Committee. Mr. Vecchi stated that he does not feel that there is a need to have two members from the same committee/department. Mr. Aspinwall stated that appointing Ms. Fogarty as an ex-officio would be an option where she would fully participate in the meeting discussions but would not have a vote. It was suggested that Ms. Vara and Ms. Fogarty could have a conversation and decide which one of them would be a voting member vs. an ex-officio member. Mr. Hendon stated that this issue will be discussed again on October 15th after more time is given to see if other people put forward their

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names for consideration. Ms. Cederberg informed the Board that Steve Cassidy has already put forward his name for next meeting and Mr. Aspinwall stated that Rich Nichols from the Planning Board has also indicated interest.

CONTINUED FATM WARRANT REVIEW: Mr. McKay addressed the Board concerning Article 22, the Main Street culvert repair. He reviewed options for this repair. He then went on to review the replacement of manhole covers, article 14. He noted that the work would start on Route 109 in the winter. Mr. McKay also went on to discuss vehicle replacement (Article 15) including two small sanders and a one-ton dumptruck. Mr. McKay noted that these purchases would be paid for from taxation.

Mr. Scott Moles from the Board of Health spoke concerning Article 16, the Needle and Syringe Disposal Program which would be set up at the Fire Department and the Board of Health. He described the kiosk composition and the plastic containers which would collect the needles. He noted that there would be an annual cost of approximately \$2,000 and an initial cost of \$2,900. He went on to describe the current collection system and explained why the rules the state have enacted were put in place. He clarified what the needles are typically used for.

Chief Keith Edison spoke concerning an article to deal with the replacement of two police vehicles or, perhaps repurposing. The two vehicles to consider purchasing are a Ford Inceptor Utility and a Ford Taurus. He noted that the current Ford Explorer has a poor rating for rollover during high speed chase. He further noted that the specialized police equipment is not transferrable from the vehicles that will be replaced/repurposed. He informed the Board that the current Chief's vehicle would be used for court officers and for officers going to training as they are on duty and should not be using their own personal vehicles. Chief Edison further noted that it is his desire to go out to bid for a Chief's vehicle rather than go through the Plymouth County Commissioners collective bid in hopes to obtain better pricing.

SALT BID:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to award the joint salt bid to Eastern Minerals in the amounts of \$48.20/del for Solar \$ and \$48.20/del for CC salt and both these items are delivered pricing and this is for a one-year contract. The motion passed unanimously.

DEPARTMENT ASSISTANT/COA: Mr. Aspinwall noted that several candidates were interviewed for the position and that the candidate pool was excellent. He noted that there were two top candidates that exceeded the requirements of the position. He noted that he looked at fitness for the position in terms of who would fit in best in the Council on Aging. He stated that Michelle Provencal-Jones is his recommendation. He read the recommendation of the Senior Pastor from the Church of Christ who noted that Michelle would be great in this type of position.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to approve the Town Administrator's appointment of Michelle Provencal-Jones as a Department Assistant I in the Council on Aging. The motion passed unanimously.

PLUMBING & GAS INSPECTOR: Mr. Aspinwall stated that the Selectmen's Office received a complaint regarding the recruitment process for this position which was advertised requiring a Master's Plumbers License but this is not a state or local requirement. He noted that the incumbent has been in this position for a couple of years and has been performing very well. He stated that he wishes to acknowledge that an error was made in the advertisement but that he would recommend that the Board reaffirm the appointment of the current Plumbing and Gas Inspector. Ms. Wagner stated that the issue has nothing to do with the performance of the current plumbing inspector but rather with the advertisement error.

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Motion by Sel. Vecchi, seconded by Sel. Wagner, to confirm the appointment of the plumbing inspector. The motion passed unanimously.

MEETING MINUTES:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to accept the regular session meeting minutes from 9/24/12. The motion passed unanimously.

EXECUTIVE SESSION: At 9:00 p.m.,

Motion to enter into 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. By Roll Call Vote: Hendon – aye, Vecchi – aye, Wagner – aye.

Respectfully Submitted,

Jennifer G. Cederberg, Administrative Assistant