

**BOARD OF SELECTMEN  
REGULAR SESSION MEETING MINUTES  
April 22, 2013  
Veterans Memorial Building Room 229  
900 Main Street, Millis, MA 02054**

**CALL TO ORDER:** Chairman Donald Hendon called the meeting to order at 7:33 p.m. The following persons were present: Chairman Donald Hendon, Vice Chairman Charles Vecchi, Clerk Andrea Wagner, Town Administrator Charles Aspinwall and Operations Director Jennifer Cederberg.

**ANNOUNCEMENTS:** Sel. Vecchi thanked the Millis Police Officers and Cheryl Labonte in response to their actions following the terrorist actions in Boston.

**AUDIT:** Kathy LaPlant introduced Karen Burke from Melanson Heath who presented the Independent Auditors Report. She stated that this year was a very clean opinion with no findings and prior year findings have been resolved. There were/are no significant deficiencies found on the part of the School Department as it was their grants that were audited as part of the single audit. Mr. Aspinwall recognized the School Department for resolving the issues outlined last year. Sel. Vecchi clarified that the significant findings did not translate into missing funds but rather tightening up the record keeping systems in place.

**DOWNTOWN DEVELOPMENT:** Mr. Aspinwall gave a presentation of the final study from MAPC which was made to the Downtown Development Steering Committee. He gave an overview of the study including the steps that were taken during the study process which lead to the final steps and recommendations of what the market potential for the downtown area is. He noted the individuals and companies who worked on the study, much which was conducted in collaboration with the MAPC. He informed the Board that the Ann & Hope and GAF property owners were invited to participate in all discussions with some varying involvement.

Mr. Aspinwall reviewed the key findings of the study as well as the changing demographics of the Town in terms of the ages of our residents. He noted that our housing demand is stable and there is an estimated demand for retail (medium sized anchors) and that the Ann & Hope property is the most appropriate site for this type of development. Mr. Aspinwall then went on to discuss development constraints and considerations including the need for demolition, environmental remediation, as well as the existing railroad tracks and wetlands restriction on the Ann & Hope parcel.

Mr. Aspinwall reviewed initial concept one which works with existing zoning. Concept 2 includes single, intensive uses including multi-family housing and retail units. Concept 3 is village mixed use with the GAF site being all residential development (single family and townhomes). Mr. Aspinwall stated that the townspeople liked the idea of 55+ housing, smaller retail with restaurants, residential development on the GAF parcel and uses that could promote walking. Townspeople did not like industrial uses, potential traffic increases, big-box retail, additional drug stores, and residential uses on the Ann & Hope parcel close to the railroad tracks.

Mr. Aspinwall presented the final concepts which included a retail space at the Ann & Hope/Cliquot site as well as apartment units and parking spaces. GAF was shown to be residential development as well with a mix of single family homes and townhouses. He noted that the Cliquot site would maintain the freestanding Cliquot chimney. He presented an option that was developed by the Ann & Hope property owners which included retail space and an anchor store.

Mr. Aspinwall reviewed the next steps including continuing to work with property owners and revising zoning bylaws to go before Town Meeting in the Fall. He also spoke of the impact of sewer capacity on developing the downtown area.

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**NIAGARA HALL PROPOSED PROJECTS:** Mr. Aspinwall reviewed the bidding process where no responses were received to rebuild the exterior hose tower on Niagara Hall. He noted that in addition to the hose tower, more exterior repairs have been proposed which has him concerned about how the project would be managed. He noted that the intent of the Historical Commission was to have both the Commission and the Niagara Sub-Committee manage the project which was something that is usually done by a professional Owners Project Manager. He reviewed the list of project management needs that an OPM would typically handle.

Mr. Aspinwall informed the Board that he spoke with the Inspector General's Office and Town Counsel who both expressed concerns about a volunteer group managing such a large scale project. Mr. Nathan Maltinsky of the Historical Commission reviewed the two existing phases that the Commission would like to work on. He stated that there is not sufficient funding available to pay for an OPM. Mr. Marc Pruffer, an architect on the Historical Commission, spoke concerning moving forward with the projects as proposed and offered his services on a contractual pro-bono basis. He noted that the building does not currently have a building permit and recommended that the current projects be scaled down at this point and not move forward with the construction of the exterior hose tower. Mr. Aspinwall stated that his overall concern is that someone be available in a timely basis to address onsite issues and manage and monitor the project. He offered to speak to Town Counsel to see how this can be accomplished.

**ACORN STREET DEVELOPMENT/SEWER CONNECTION:** Mr. Aspinwall stated that additional information was received from the Board of Health indicating where failed septic systems have been replaced in the last 5 years: 2 on Acorn Street, 4 on Farm Street. He reviewed a map which highlighted these areas as well as where the proposed subdivision will be located on Acorn Street. He then went on to speak about the existing sewer capacity and what allocations would be made should the downtown development project come to fruition. He also spoke concerning what other areas of Town have requested sewer connections in the past.

Mr. Aspinwall reviewed the criteria developed in 2004 outlining how decisions should be arrived at when allocating sewer capacity. He reminded the Board that the Sewer Study Committee recommended the Board vote to direct the Developer to connect to sewer via Farm Street.

Engineer Dan Merrikin presented revised drawings of the Acorn Street and Farm Street options. The Acorn Street option would allow for approximately 16 parcels to connect and the Farm Street option would allow for 20 homes on Farm Street plus 8 homes on Acorn Street that abut the development and another 4 across the street to connect to sewer. He noted that the Farm Street option makes a lot of sense as 2,100 feet of road will be rebuilt and more homes will be able to connect. Mr. Merrikin clarified that the spreadsheet which showed 32,670 gallons per day of sewer usage for the Farm Street connection does include the homes on Cedar Street but not the four homes across Acorn Street nor the Harkey land. The four additional homes would add approximately 1,700 additional gallons of sewer discharge.

Kathy Stevens of Acorn Street questioned how disruptive the connection to her property would be. Mr. Merrikin stated that he envisions that there would be a sewer feed on the development property which would be gravity fed to a pump station already located on the development property. He stated that you use the existing pipe coming out of the house for the septic system. Jeff Ward of Acorn Street asked for clarification on where the pump station would be located if the Farm Street option were to be chosen. He also asked for clarification on what would be done with existing septic systems that become abandoned.

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Mr. Merrikin explained what the stormwater management system for the development might look like. Mr. Brutus Cantoreggi reviewed the history of the Sewer Study Committee and what their mission is. He spoke concerning the CRPCD assessment and stated that the more users on the system, the lower cost for the rate payers.

Mr. Daniel Callahan presented a petition requesting that the sewer line be run down Farm Street. Mr. Peter Harkey asked for clarification on whether or not his parcel was included in the discussion as being able to connect. Jim Talaback of Farm Street asked for clarification on the cost to homeowners who wish to remain on their Title V system vs. tying into a new sewer line. Mr. Merrikin reviewed the permitting process for the proposed development. Mr. Eric Brosnahan stated that he lives on Village Street and has 7 failing septic systems. He asked the Board to keep in mind that other residents are in need of sewer connection. Mr. Kaz Piorkowski stated that he and other large parcel owners would be willing to put something in place to prevent them from developing a 40B on their property if sewer is brought to their parcel. Charles Costa from Cedar Street advocated to bring sewer to his neighborhood. Cathy Macinnes asked for clarification on whether or not the state allows pump stations in situations like this. She also asked for a definition of what a 40B is. Alec Leonte asked if stubs would be placed in front of each property. Ms. Wagner asked for clarification on the house numbers on Acorn Street that potentially would have the ability to connect.

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that the sewer line connection that was voted at our last meeting shall be routed down Farm Street as recommended by the Sewer Study Committee and as proposed in the submitted drawings; the Developer shall provide the sewer connection at the intersection of Cedar and Farm street to the end of the existing sewer and repave the road on Farm Street; abutters on Acorn Street as shown on assessors map 31, 34-2, 34-72, 34-73, 34-74, 34-75 61-79, 34-1 on the west side and on the east side 31-66, 67, 68, 69, 70, 31-35, 34-3, 34-87, 34-88, 34-89, and 31-30, however on the east side should pay their proportional share of the pumping station when it is established and all hookups on Acorn Street subject to the connection shall be required to have a covenant with the Town and shall only use land conventionally according to current zoning and that the connection will be a combination of gravity and low pressure. The motion passed unanimously.**

**POLICE/FIRE STATION:** Police Chief Keith Edison spoke concerning the size of the proposed new Police facility which is approximately 12,000 sq. ft. He noted it is designed to last 40-50 years and meets current state mandates. He noted where the locker rooms are located and stated that the current female locker room is a bathroom where some lockers were installed. He noted that this police station would meet the needs of a growing population. He described, in great detail, the deficiencies of the current station and now a new station would meet all state mandates.

Mr. Aspinwall reviewed the costs associated with building a new PD and renovating the FD. He asked the Board to consider putting this question on the 6/25/13 ballot. Ms. Cathy Macinness voiced concern about the size of the building as well as the duration of the loan to pay for these projects. Mr. Aspinwall commented that the Chief has done an excellent job minimizing the impact of the size of the building and related costs.

**Motion by Sel. Vecchi, seconded by Sel. Wagner, that we place on the 6/25 ballot a debt exclusion question to approve a bond for a new Police Station and a renovation of the current building for a Fire Station. The motion passed unanimously.**

**FY14 ROAD RESURFACING:** Mr. Aspinwall reviewed the recommendations for FY14 using Chapter 90 Funds. He noted that his recommendations include Pleasant Street Phase II, Irving Street, Grove Street and crack sealing. He

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spoke concerning the possibility of the Town receiving an additional \$133,835 in which case he would recommend Curve Street and either Dean Street, Dyer Street, Oakview Street, King Phillip or Causeway Street. Mr. Aspinwall stated that the Board will usually defer their decision until a future meeting to give them the opportunity to go out and look at the streets being proposed.

Mr. John Griffin of Ross Ave. asked Mr. Aspinwall why Ross Ave. was not listed for consideration. He also asked if there are alternate methods of funding if the state does not give sufficient funds to the Town. He then spoke concerning the gravel roads in Town and asked whether or not they will ever be paved.

**NORFOLK COUNTY ASSESSMENT:** Mr. Aspinwall reviewed a letter from the Town of Brookline debating the merits of county government. He recommended the Board decline to support Brookline's effort to dissolve Norfolk County. Sel. Vecchi stated that it is worth it for the Town of Millis to benefit from the free services that Norfolk County has to offer. He reminded the Board that he is the representative for Millis on the Norfolk County Board of Trustees.

**Motion by Sel. Wagner, seconded by Sel. Vecchi, that we decline the Town of Brookline, MA, to withdraw from Norfolk County. The motion passed unanimously.**

**LIBRARY CONTRACT:**

**Motion by Sel. Vecchi, seconded by Sel. Wagner, that we award a contract to Vencom Communications Inc. located in Hopedale, MA, in the amount of \$24,585.64 for cabling the Library building. The motion passed unanimously.**

**COMMITMENT:**

**Motion by Sel. Vecchi, seconded by Sel. Wagner, that we commit to the collector final water bills and special commitments in the amount of \$585.00. The motion passed unanimously.**

**BANNER PERMIT:**

**Motion by Sel. Vecchi, seconded by Sel. Wagner, that we permit the Charles River Chorale to hang a banner over Main Street between April 25<sup>th</sup> and May 5<sup>th</sup> advertising their spring concert in coordination with the Fire Department. The motion passed unanimously.**

**ONE-DAY ALCOHOL PERMIT:**

**Motion by Sel. Vecchi, seconded by Sel. Wagner, that we allow a one-day wine and malt beverage license to the Millis Lions Club on April 25<sup>th</sup> from 6-10 p.m. at the St. Thomas large Hall on Main Street. The motion passed unanimously.**

**EXECUTIVE SESSION:** At 10:42 p.m.,

**Motion by Sel. Hendon 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;**

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**and the Chair so declares (to discuss the Library Director's contract). By Roll Call Vote: Wagner – aye, Vecchi – aye, Hendon - aye.**

*Respectfully Submitted,*

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*Jennifer G. Cederberg, Operations Director*