

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
March 24, 2014
Millis Middle/High School Auditorium
245 Plain Street, Millis, MA 02054**

CALL TO ORDER: Sel. Vecchi, Chair, called the meeting to order at 7:33 p.m. The following persons were present: Chairman Charles Vecchi, Vice Chair Andrea Wagner, Clerk Christopher Smith, Town Administrator Charles Aspinwall, and Susan Vara.

ANNOUNCEMENTS

There were no announcements at this session.

LUMPY'S LIQUORS TRANSFER OF LICENSE TO NEW ADDRESS

Peter Zahka, attorney for Highland Wine and Spirits Co., Inc., d/b/a "Lumpy's Liquors" stated the original license to operate "Lumpy's Liquors" at 40 Exchange Street was acquired approximately four years ago. At this time, Jeffrey Wilson, owner of "Lumpy's Liquors" has the opportunity to move his business to a new building located at 979 Main Street. This new location will provide more space to allow the business to expand. The building at this time is not complete, but as soon as it is, the license will be ready.

Motion by Sel. Wagner, seconded by Sel. Smith to grant a change of address for an all alcohol liquor license to Highland Wine & Spirits Co., Inc. d/b/a "Lumpy's Liquors" from 40 Exchange Street, Millis, MA to 979 Main Street, Millis, MA, contingent upon the receipt of a certificate of occupancy permit. The motion passed unanimously.

DISPATCHER POSITION APPOINTMENTS

Sel. Smith and Police Chief Edison interviewed several candidates for dispatchers. They have selected five people for this position—two full-time and three part-time. The two full-time dispatcher candidates are Jennifer Gray and Joel Taft. The three part-time dispatcher candidates are Katherine Jacobsen, Bryan Johnson, and Gerard Howley.

Motion by Sel. Wagner, seconded by Sel. Smith to approve the appointment of Jennifer Gray and Joel Taft as full-time dispatchers and to approve the appointment of Katherine Jacobsen, Bryan Johnson, and Gerard Howley as part-time dispatchers subject to a CORI, physical, and successful completion of training set forth by the Police Chief. The motion passed unanimously.

TOWN ADMINISTRATOR'S REPORT—BUDGET UPDATE

Town Administrator, Charles Aspinwall, stated that the budget is close to being balanced. There is, however, a \$64,000 deficit, so further reductions are still needed. He also noted that State aid will be \$47,000, one of the lowest disbursements in over a decade that he can recall.

BUDGET PRESENTATION:

Council on Aging

Patty Kayo, Council on Aging Director, presented the FY15 budget for the Council on Aging. She spoke of the various positions within the department. She mentioned that the Respite position is a self-supporting position funded by a State grant and Friends of Millis.

Ms. Kayo stated that the Council on Aging serves members of the community 60 years or older with driving seniors to various appointments, delivering Meals on Wheels, coordinating the Tax Work-Off program for seniors to name a few. The Council on Aging is also responsible for coordinating the Fuel Assistance program here in town.

Her hope in the future is to be able to extend the hours that the Council on Aging is open and available to seniors. She feels that it would accommodate a younger group of seniors who may still be in the work force, but would like to be able to socialize with peers.

Carol Lafrienera, the 12 hour per week Outreach Worker also spoke. Her capacity is to assist seniors with various agencies they may need to utilize, she assists with paperwork for various needs, and she also includes home visits to complete these tasks, should that be necessary.

Patty Kayo then presented a powerpoint presentation which included information about the baby boom generation, population by age, the increase in the senior population, what the daily average hours are of surrounding town's senior centers (including Millis), a brief summary of the status of the Millis Council on Aging compared to surrounding towns, and her hope of changing hours in order to better serve the senior community in Millis.

Also included were a number of letters from the existing Council on Aging users who would like both added funding and the extension of hours at the Millis Council on Aging.

The budget of \$68,347.53 for salaries includes step increases. For supplies and expenses the budget request is \$8434.00, and a request to bring staff restorations to FY04 levels is \$50,597.00.

BUDGET PRESENTATION:

Recreation Department

Kris Fogarty, the Recreation Director presented the FY15 budget. Ms. Fogarty spoke of bringing back the Summer Concert Series this summer which will be held on Thursdays beginning July 10 through July 31 at the Bandstand. Middlesex Savings Bank contributed \$3,000 and the Millis Cultural Council contributed \$1,000 toward this function. Local bands will be used to entertain the concert goers.

She stated that the Recreation Department will be contributing \$6,000 for FY15 toward field maintenance. The Department's budget request for FY15 for salaries is \$20,607.42 which includes paying a portion of the salaries with the remaining balance of salaries to come from the Special Revenue Fund. The total salaries in the Recreation Department are: Recreation Director \$36,101.74 and the Department Assistant \$8,919.60. Any additional expenses shall be paid from the Special Revenue Fund that has a budget of \$1. The operating budget will remain the same with no changes.

This year, the Carnival will not be coming, instead the Kelly Miller Circus will come on Monday, June 30, 2014. The circus will host two shows on the 30th—one at 4:30 pm and one at 7:30 pm. The initial set-up is something the public is welcome to come and watch—they use the elephants to raise the "Big Top". It may be a memory some already have, but it could be making new ones for those who haven't seen it! The Harlem Rockets will be coming to Millis High School on Friday, April 18th. Tickets are on sale at the Recreation Department.

BUDGET PRESENTATION:

Town Clerk

Lisa Hardin, the Millis Town Clerk handed out updated budgets for the Town Clerk’s office, the Elections budget, and The Board of Registrars budget.

She began with the Town Clerk’s FY15 budget. She stated that the staff of the Town Clerk’s Office do all of the work required for Elections and the Board of Registrars except for setting up equipment in the gym for elections and checking voters during the day of elections and town meetings.

There is an increase in the expenses of \$150 and an increase in salaries of \$14,906.88. Lisa is requesting adding a 10 hour per week position which would equate to an additional \$11,606.60 per year. Without the addition of that request, the total budget increase requested is \$3,450.28.

Elections

The elections budget is encompassing 3 Elections and 2 Town Meetings for FY15. The request for salaries is \$10,546.16 and expenses are \$7,560.00 for a total request of \$18,106.16. This request does not include a 2% increase for July 1, which would be \$225.77. Also, the State reimburses the town for 3 hours per each state election (approx. \$790).

Board of Registrars

The board of registrars budget for FY15 is requesting additional money for salaries to include a 2.5% increase, since there hasn't been an increase in the past three years. Also, an addition \$100 is requested in the expenses due to the rising costs of postage and postings. The total FY15 request is \$4,110.

SEWER MAIN EXTENSION ON VILLAGE STREET

The discussion began with delineating where “Area C” is, which includes Village and Pleasant Street areas. The Base Service area would encompass Village Street, Dyer Street and Blueberry Lane. The North Service area would include Pleasant Street and Spencer Street, the South Service area includes Pleasant Street, Baltimore Street and the West Service area includes Village Street from Acorn Street to Tara Terrace. Discussion included Areas A, B-1, and D have already been constructed.

Also capacity of gallons used and available through the Charles River Pollution Control was discussed.

The petition from a portion of Village Street residents in “Area C” from 341 Village Street back to Pleasant Street that the Board of Selectmen received was acknowledged. Betterments, hook up costs, and contractor costs were also amongst some of the lengthy discussion. See attachments.

At 9:04 pm the Sewer Study Committee meeting was called to order.

Robert “Brutus” Cantoreggi, a member of the Sewer Study Committee abstained from voting because there is a conflict of interest since his property is included in “Area C”. Ed Chisholm, another member of the Sewer Study Committee spoke in favor of extending sewer to this part of town. Joe Bocchino, Sewer Study Committee member spoke of the opportunity to get infrastructure in the ground to assist the town long term and that would also account for all capacity contracted through Charles River Pollution Control. Another benefit would be that Village Street would be repaved once the sewer is installed. Jim McKay, another member of the Sewer Study Committee is also in favor of this opportunity. He feels that the Town Administrator’s numbers are appropriate. Discussion ensued.

The Board agreed to take the matter under consideration at their next meeting.

A motion was made by Charles Vecchi and seconded by Jim McKay to adjourn the Sewer Study Committee. The motion passed unanimously so the Sewer Study Committee adjourned at 10:26 pm.

MINUTES APPROVAL

Motion by Sel. Wagner, seconded by Sel. Smith to approve the Regular Session meeting minutes of March 10, 2014 and Executive Session meeting minutes of March 10, 2014. Sel. Wagner and Sel. Smith approved the motion. Sel. Vecchi abstained since he wasn't present at that meeting.

BUDGET PRESENTATION

Building Department

Charles Aspinwall, Town Administrator presented the Building Department's budget for FY15. The Building Department submitted a requested budget of \$129,668 for salaries and \$7,190 for expenses for FY15.

Mr. Aspinwall spoke of the various duties the Building Department is responsible for such as Zoning By-law enforcement, inspections and permitting to name a few. Members of the staff include a full-time Building Commissioner, a part-time Wiring Inspector, a part-time Plumbing and Gas Inspector, and a part-time clerical position. A request was made for an additional 8 hours added to the clerical position which would cost \$7,200, which is not included in the salaries request.

SNOW AND ICE UPDATE

Total budgeted salaries for FY14 was \$39,967. Year to date, the salaries are \$66,493.47. The total budgeted expenses for FY14 was \$123,001. Year to date, the total expenses are \$253,459.99. Leaving the total budgeted of \$162,968 for both salaries and expenses, with year to date totals of salaries and expenses of \$319,953.46—a difference of \$156,985.46.

APPOINTMENT TO THE CEMETERY REVIEW COMMITTEE

Jim McKay sent a letter to the Board stating that he would like to become a full member of the Cemetery Review Committee.

Motion by Sel. Wagner, seconded by Sel. Smith to appoint James McKay to the Cemetery Review Committee as a full member. The motion passed unanimously.

ADJOURNMENT: 10:35 pm

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

ANNOUNCEMENT

Thursday, March 27, 2014 there will be an informational meeting of the Fields Advisory Committee. The meeting will be at the Veterans Memorial Building at 7:30 with signage to determine the room. It will either be held at Room 229 or the Gymnasium depending on attendance. Public urged to attend.

Respectfully submitted:

Susan K. Vara

