

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, July 13, 2015 7:30 PM
Veterans Memorial Bldg. Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. Smith called the meeting to order at 7:30 pm. The following persons were present: Chair Christopher Smith, Vice-Chair James Neville, Clerk James McCaffrey, Operations Support Manager Karen Bouret, and Town Administrator Charles Aspinwall.

ANNOUNCEMENTS

Sel. Neville said that as the new Norfolk County Advisory Board Designee, he met with a Norfolk County Registry (NCR) representative recently. Sel. Neville said he learned there are veterans' benefits at the NCR level and hopes to continue to research other such benefits to the Town.

Sel. Smith said he and Representative Dooley went to the Legion and presented citations to the veterans. Sel. Smith said he also wanted to recognize the Boy and Girls Scouts for their continued work with the veterans.

PUBLIC HEARINGS/SCHEDULED APPOINTMENTS

15-220 Water and Sewer Rates Hearing

Mr. Aspinwall presented spreadsheets (see attached) showing proposed water and sewer rates for FY16. Mr. Aspinwall said due to increased electricity costs and debt incurred from the Forest Road and Irving Street water projects, he is recommending a 5% increase to water rates.

Sel. Neville said the Board of Selectmen accept the Town Administrator's recommendation to increase the water base rate and use rate 5% in FY16 in conjunction with an increase of \$100.00 to the entrance fee. The motion was seconded by Sel. McCaffrey and passed unanimously.

Mr. Aspinwall said sewer rates are facing a significantly higher increase over FY15. The major factor is the Charles River Pollution Control District's (CRPCD) assessment which stems from the new water standards from the Environmental Protection Agency. The CRPCD's fees are passed down from the EPA from the Clean Water Act. Resident Steve MacInnes voiced his concerns about just accepting these federally mandated unfunded initiatives and suggested sending the EPA a letter.

Sel. Neville said the Board of Selectmen accept the Town Administrator's recommendation to increase the sewer base rate and use rate 18% in conjunction with increasing the entrance fee by \$600.00. The motion was seconded by Sel. McCaffrey and passed unanimously.

Mr. Aspinwall said the both the new water and sewer rates will go into effect the day they are posted in the day they are officially advertised in the newspaper.

15-221 Appointment of On-Call Firefighters

Fire Chief Rick Barrett said the five new recruit firefighters have completed a 9 week program that was condensed from a 14 week program. The recruits are now ready to be officially appointed as on-call firefighters. Mr. Aspinwall appointed Sean LaBarge, Michael Howard, Denis Lenehan, Cameron Wenzell, and William SanteFe as on-call firefighters subject to BOS approval.

Sel. Neville made a motion to appoint Sean LaBarge, Michael Howard, Denis Lenehan, Cameron Wenzell, and William SanteFe as on-call firefighters effective immediately per the recommendation by the Town Administrator and Fire Chief. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. McCaffrey congratulated the group on behalf of the BOS on their commitment to both the Town and the safety of its citizens. Town Clerk Lisa Hardin officially swore in the group.

15-222 Fire Department Commendation - Hendon

Fire Chief Rick Barrett said he received a letter from a Franklin resident, Jim Derick, saying that an off duty firefighter/EMT from Millis, Matt Hendon, came upon a serious accident that involved his son. The Chief said the letter states that Matt's quick actions helped save Mr. Derick's son's life and helped prevent more serious brain damage. Mr. Derick also spoke about Matt's heroic actions and thanked him for going above and beyond to save his son's life. The BOS presented Matt with a commendation which Sel. Smith read as follows:

On behalf of the citizens of Millis, Massachusetts, we are pleased to confer upon you this citation in recognition of exemplary service, where on the night of March 23, 2015, your actions off-duty, in the Town of Franklin embody the character and professionalism of the Millis Fire Department and the Town of Millis.

15-223 Police Department Commendation - Tiberi

Chief Keith Edison referenced a letter from Sgt. Christopher Soffayer to the BOS recognizing Detective Domenic Tiberi for an award he received from the New England Narcotic Officer's Association. The award was for the time and effort Det. Tiberi invested in a heroin trafficking investigation which resulted in dismantling a substantial drug organization. Chief Edison thanked Det. Tiberi for his tenacity and professionalism. The BOS presented Det. Tiberi with a commendation which Sel. Smith read as follows:

On behalf of the citizens of Millis, Massachusetts, we are pleased to confer upon you this citation in recognition of exemplary service, where years, embody the character and professionalism of the Millis Police Department and the Town of Millis.

15-230 BOS Goals and Objectives

Sel. Smith said the BOS would like more time to prepare for this and asked to move this agenda item to the 8/3/15 BOS meeting.

15-224 Closure of the Clyde F. Brown Field for Summer

Mr. James McKay, Deputy DPW Director, said that the Town is rehabilitating the field behind Clyde F. Brown. Mr. McKay said the DPW has cleared brush between the field and Mobil station, and then hired local landscapers to provide screened loam and fertilizer and apply it. Mr. McKay said PCA Landscaping donated the hydro seeding free of charge. The total cost to the Town for materials and labor was \$5,252.63. Mr. McKay requested that the field be closed for use in order for the grass to take root before fall sports and school begin.

Sel. Neville made a motion to approve the Deputy DPW Director's request to close the Clyde F. Brown field to the public from 7/13-9/18/15 at 5:00pm for rehabilitation of the field, and for the DPW to fence or rope off the field. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-225 Annual Cystic Fibrosis Cycle for Life Bike Tour 10/3/15

Sel. Smith said the Cystic Fibrosis Foundation has applied for approval to travel through Millis for their 2015CF Cycle for Life charity bike ride on October 3, 2015.

Sel. Neville made a motion to approve the Cystic Fibrosis Foundation's request for the 2015CF Cycle for Life to travel through Millis on 10/3/15 as specified in the letter dated 5/11/15 in coordination with the Millis Police Department. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-226 4th Annual Run Back to School 5K 9/27/15

Sel. Smith said the BOS received a letter requesting permission to hold the 4th Annual Run Back to School 5k at Clyde F. Brown in September to raise money for the Home School Association.

Sel. Neville made a motion to approve the 4th Annual Run Back to School 5k at Clyde F. Brown Elementary School to be held on Sunday, 9/27/15, and to hang a banner advertising the run across Route 109 from 9/7-9/28 and to post lawn signs as specified in the letter dated 6/6/15 in coordination with both Millis Fire and Millis Police. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-227 Permit Application Playground Picnic 7/19/15

Sel. Neville made a motion to approve a permit request for a small gathering at the picnic tables at the playground from 10:30am-12:30pm on Sunday 7/19/15. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-228 Road Inventory/Condition Rating

Mr. Aspinwall presented the road list from the Pavement Management Program 2015 which shows individual road statistics, date of resurfacing or chip seal, and the general conditions. (See attached) Mr. Aspinwall said it's virtually impossible to address all roads in need of repairs with Chapter 90 funding alone and said there needs to be another revenue stream. Mr. Aspinwall said the Town is working to try and keep those roads in good condition or better from falling into the fair or poor categories. Sel. Smith said road repair and funding should be one of the BOS goals and wants to discuss it at the next BOS meeting on 8/3/15.

15-229 Algonquin Gas: Access Northeast Project

Mr. Aspinwall said Algonquin Gas Transmission proposed the Atlantic Bridge Project and contacted Millis regarding property that would be impacted by the project, but since then the scope of the project was reduced. Mr. Aspinwall said he received an email recently saying they have modified the project and it is now being called the Access Northeast Project (ANE). Mr. Aspinwall explained the ANE is designed to "maximize direct pipeline and advance a customized solution to New England's energy challenge". Mr. Aspinwall said it remains to be seen how this will directly affect Millis and will keep the BOS updated as he gains more information.

15-231 Quarterly Development Update

Sel. Smith asked to have this agenda item moved to the 8/17/15 BOS meeting.

15-232 Water/Sewer Department Commitment

Sel. Neville made a motion to approve the Water/Sewer Department Commitment to the Collector for FY15, QB0415, for a total of \$1595.98. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-233 Bond Anticipation Notes Approval

Sel. Neville made a motion to approve a short term Bond Anticipation Note for \$60,000.00 maturing on July 15, 2016 at an interest rate of .73% for the project known as the Dewey Land Purchase. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion to approve a short term Bond Anticipation Note for \$403,750.00 maturing on August 1, 2016 at an interest rate of .73% for the project known as the VMB Restoration. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion to approve a short term Bond Anticipation Note for \$723,668.00 maturing on August 1, 2016 at an interest rate of .73% for the project known as the Quint Fire Truck. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-234 One Day Alcohol Permits and One Day Entertainment Licenses

Sel. Neville made a motion to approve a One-Day Special Alcohol License for the Boggestowe Fish and Game Club for the Touchdown Club Annual Barbecue fundraiser from 4-9pm on Saturday 8/1/15. The motion was approved by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion to approve a One-Day Special Alcohol License for the Boggestowe Fish and Game Club for the Annual Clambake from 12-9 pm on Sunday 8/16/15. The motion was approved by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion to approve a One-Day Special Alcohol License for the Boggestowe Fish and Game Club for the Boggestock Music Festival from 9 am-9 pm on Saturday 9/19/15. The motion was approved by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion to approve a One-Day Entertainment License for the Boggestowe Fish and Game Club for the Boggestock Music Festival from 9 am-9 pm on Saturday 9/19/15. The motion was approved by Sel. McCaffrey and passed unanimously.

15-235 SGH Roof Leakage Investigation at 7 Water Street/DPW Garage

Mr. Aspinwall said Simpson Gumpertz & Heger (SGH) is a forensic roofing engineering firm who the Town used to negotiate with the contractor for the library roof leak issues. Mr. Aspinwall said SGH submitted a proposal for work to investigate the ongoing leakage issue at 7 Water Street at the DPW building. Mr. Aspinwall recommends hiring SGH to perform the investigation and noted that the project is exempt from 30B requirements since it is not design work.

Sel. Neville made a motion to enter into an agreement with Simpson Gumpertz & Heger per the recommendation of the Town Administrator for investigation of the roof leakage at 7 Water Street, including a submission of a written report of their findings and repair recommendation, with an upset limit of \$11,000.00 including expenses. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-236 UNFORESEEN BY CHAIR: Inter-function Transfers

Sel. Neville made a motion to approve the inter-function transfers as follows:

DATE	LINE ITEM/DESCRIPTION	TO	LINE ITEM/DESCRIPTION	FROM	REASON
07/13/15	0129252-540435	\$ 76.34	0129251-510560	\$ 76.34	Shortfall due to computer purchase
06/30/15	ACO-Beeper		ACO-Night Coverage		
07/13/15	0142252-520510	\$1,167.56	0143952-520260	\$1,167.56	Number of projects that required details
06/30/15	DPW-Details		Transfer Station-Tipping Fees		Exceeded the amount budgeted.
07/13/15	0142252-540050	\$475.00	0143952-520260	\$475.00	Amount of repairs including block, precast structures, frames & grates exceeded budget
06/30/15	DPW-Road Maintenance		Transfer Station-Tipping Fees		
07/13/15	0129252-540870	\$66.33	0129251-510500	\$66.33	Shortfall due to computer purchase
06/30/15	ACO-Gasoline		ACO-Wages Part Time		
07/13/15	0124151-510300	\$92.29	0124152-540710	\$92.29	Coverage while BI away was not budgeted
06/30/15	Building-Clerical		Building-Meetings		
07/13/15	0122051-510200	\$1,765.48	0122052-540480	\$1,765.48	Fire Chief vacation buy back
06/30/15	Fire-Department Head		Fire-Clothing		
07/13/15	0124151-540400	\$158.77	0129152-540400	\$158.77	Automobile mileage and general
06/30/15	Building-Supplies & Expenses		Emergency Mgmt.-Supplies		Expenses exceeded budget.
07/13/15	0142252-540496	\$306.00	0143952-520260	\$306.00	Equipment & vehicle repairs and gas/oil
06/30/15	DPW-Cemetery Expenses		Transfer Station-Tipping Fees		Asphalt costs exceeded budget.

07/13/15	0113152-540500	\$40.00	0119352-570136	\$40.00	Short due to additional town meeting
06/30/15	Finance Committee-Advertising		General Insurance		
07/13/15	0116352-540100	\$10.93	0116151-510350	\$10.93	Short due to additional election.
06/30/15	Registrar's Printing		Town Clerk-Overtime		
07/13/15	0142252-540400	\$7,072.56	0143952-520260	\$7,072.56	Equipment & vehicle repairs and gas/oil
06/30/15	DPW-Supplies & Expenses		Transfer Station-Tipping Fees		Asphalt costs exceeded budget.
07/13/15	0142252-540440	\$590.08	0143952-540440	\$590.08	Equipment & vehicle repairs and gas/oil
06/30/15	DPW-Electricity		Transfer Station-Electricity		Asphalt costs exceeded budget.
07/13/15	0142252-540440	\$1,000.00	0143952-520260	\$1,000.00	Equipment & vehicle repairs and gas/oil
06/30/15	DPW-Electricity		Transfer Station-Tipping Fees		Asphalt costs exceeded budget.
07/13/15	0142252-540430	\$1,000.00	0143952-520260	\$1,000.00	Equipment & vehicle repairs and gas/oil
06/30/15	DPW-Phone		Transfer Station-Tipping Fees		Asphalt costs exceeded budget.
07/13/15	0117651-510300	\$268.17	0117652-540400	\$268.17	Transferred too much out a previous
06/30/15	ZBA-Clerical		ZBA-Supplies & Expenses		Meeting to other budget.
07/13/15	0121051-510500	\$7,220.00	0121052-540860	\$4,200.00	Pay out due to resignation
06/30/15	Police-Wages		Police-Vehicle Repairs		
			0129351-510500	\$2,500.00	
			Dispatch Wages		
			0123552-540850	\$520.00	
			Dispatch-Equipment/Repairs		

07/13/15	0123552-540850	\$50.16	0121052-540300	\$50.16	Insufficient funds in the budget to pay
	Dispatch-Equipment/Repairs		Police Phone		final bills
07/13/15	0123552-540850	\$30.88	012052-540400	\$30.88	Insufficient funds in the budget to pay
	Dispatch-Equipment/Repairs		Police Electricity		final bills
	GRAND TOTALS	\$21,390.55		\$21,390.55	

The motion was seconded by Sel. McCaffrey and passed unanimously.

CONSENT ITEMS

Sel. Neville made a motion to approve the regular session minutes from 7/1/15. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion to approve the regular session minutes from 7/7/15. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion to approve the regular and executive session minutes from 6/22/15. The motion was seconded by Sel. McCaffrey and passed unanimously.

EXECUTIVE SESSION 9:05 PM

Motion by Sel. Smith to enter in to 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. (123 Acorn Street)

By Roll Call Vote: Sel. Smith—aye, Sel. Neville—aye, Sel. McCaffrey—aye.

ADJOURNMENT

Respectfully submitted:

Karen M. Bouret