

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, February 1, 2016 at 6:30 PM
Veterans Memorial Bldg. Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. Smith called the meeting to order at 6:30 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.

EXECUTIVE SESSION: 6:31 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. (Van Tine Litigation, SEIU Contract)

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

Motion by Sel. Smith to recess from executive session and return to regular session at 7:00pm. The motion was seconded by Sel. Neville.

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

OPEN SESSION

Pete Jurmain, Finance Committee Chair, signed up for Open Session but Sel. Smith explained that Open Session is not for Town employees or Board members. There was no other business under Open Session.

ANNOUNCEMENTS AND ACKNOWLEDGEMENTS

Mr. Aspinwall said the Town has been notified by Verizon that they will be upgrading to fiber-optic technology in the Town and retiring copper. Mr. Aspinwall said Verizon will contact those residents who will be affected so an appointment can be set up for the service to be transferred. This will take place at no cost to the consumer. Mr. Aspinwall said Verizon will provide a battery backup device, also at no charge. Mr. Aspinwall said you can go to www.verizon.com/fiberupgrade or call 877-439-7442 for more information.

Mr. Aspinwall commended Fire Chief Rick Barrett for his successful completion of the 2016 Chief Fire Officer Program through the Commonwealth of Massachusetts Executive Office of Public Safety and Security Department of Fire Services Training Division at UMASS Boston. The BOS congratulated Chief Barrett and said they appreciate that as a Town leader he consistently seeks to improve and learn. Chief Barrett announced that Edward LaCroix, a former firefighter for the Town, passed away and a memorial service will be held Friday for anyone interested in attending.

Mr. Aspinwall announced that Regional Animal Control Officer Brenda Hamelin was named Animal Control Officer of the Year by the Animal Rescue League of Boston and the Massachusetts Society for the Prevention of Cruelty to Animals. Mr. Aspinwall said the award honors her compassion for animals and her dedication to her community by keeping to the highest standards of her profession. Ms.

Hamelin said she has been working for Millis and Medway for 19 years and was truly honored to receive the award. The BOS thanked her for her dedication and service to the Town.

PUBLIC HEARINGS/SCHEDULED APPOINTMENTS

16-036 Police Officer Appointments

Police Chief Keith Edison spoke about the interview and hiring process saying the initial interview of five eligible candidates from the Civil Service list was held by Sergeants, then he interviewed their recommendations, and finally he and the Town Administrator interviewed the top three candidates. Chief Edison said after the final interviews, discussion with the Town Administrator, and a review of background checks, the top rated candidates are Jason Gonzalez and Sean Nelson. Chief Edison said Mr. Gonzalez is a resident of Millis, a graduate of Nichols College, and currently an officer in Smithfield, Rhode Island. Chief Edison said Mr. Nelson is also a Millis resident, a graduate of Mass Maritime Academy and a reservist in the United States Marine Corps. The Chief said both candidates come highly recommended.

Mr. Aspinwall said he hereby appoints, subject to the Board's approval, Jason Gonzalez as Police Officer for Millis subject to an initial hire medical exam, drug testing, a psychological exam, physical ability testing, and a successful outcome on the transition exam.

Sel. Neville made a motion that the BOS approves the Town Administrator's appointment of Jason Gonzalez as Police Officer subject to an initial hire medical exam, drug testing, a psychological exam, physical ability testing, and a successful outcome on the transition exam. The motion was seconded by Sel. McCaffrey and passed unanimously.

Mr. Aspinwall said he hereby appoints, subject to the Board's approval, Sean Nelson as Police Officer for Millis subject to an initial hire medical exam, drug testing, a psychological exam, physical ability testing, and completion of the Academy.

Sel. Neville made a motion that the BOS approves the Town Administrator's appointment of Sean Nelson as Police Officer subject to an initial hire medical exam, drug testing, a psychological exam, physical ability testing, and completion of the Academy. The motion was seconded by Sel. McCaffrey and passed unanimously.

SCHEDULED BUSINESS

16-037 FY17 Budget Presentation Animal Control

Brenda Hamelin presented her requests for the FY17 Animal Control Budget. Ms. Hamelin said it's been a busy year, including two animal cruelty incidents, and she was without a deputy for a considerable amount of time but is happy to report she now has an assistant. Ms. Hamelin said she asking for level funding with only a slight increase due to a step increase for salary and a bump up in vehicle repair costs. Ms. Hamelin said her Ford Ranger is a 2011 and has 101K +/- miles on it. She is not asking for a new vehicle this year, but anticipates she will need one in FY18.

16-038 FY17 Budget Presentation Fire/Rescue

Chief Barrett presented his requests for the FY17 Fire/Rescue budget. Chief Barrett said he is asking for a 10% increase over last year in salaries due to the salary schedule in the collective bargaining agreement which is bringing the salaries up to average due to a survey of comparable communities. Chief Barrett said training requirements by the state and department have increased, as well as the cost of medical supplies and equipment repairs. Chief Barrett said ALS training funding will cost \$20,000.00

for the two additional firefighters who will begin training in January 2017. Chief Barrett said he is looking to hire an additional FF/EMT Paramedic in January 2017 as proposed in the plan for transitioning to ALS. The Chief said he is asking for an administrative assistant as the workload continues to increase and he is the only department head without one. Chief Barrett said with the increase in calls, purchasing a second ambulance would be prudent and would increase revenue because they could handle more calls and have an ambulance available if the current one is out for repairs. Additionally, the Bucket Truck needs to be replaced and a smaller one could be purchased and used by many Town departments for hanging banners, fixing street lights, etc. Chief Barrett said an option could be sharing the truck with Medway.

16-039 FY17 Budget Presentation Police and Dispatch

Chief Edison presented the Police budget for FY17. The Chief said his overall budget request is almost \$10,000 less than FY16's since the custodial line item has been removed and added to Town Buildings. The Chief said salaries line will change since the collective bargaining agreement has not yet been settled, although the hiring of two new officers at a lower rate will have an impact. Chief Edison said he's asking for two new cruisers to replace the two oldest vehicles but would like to work with the Town to set a plan in place to replace one cruiser per year.

Chief Edison said with the new station due to be completed, Dispatch equipment should require less repair and maintenance. He said the overall budget for Dispatch is also less than in FY16. The Chief said like Police, the Dispatch collective bargaining agreement has yet to be settled so salaries will change.

16-040 Contract Award Police Records Software

Chief Edison said using asset forfeiture to purchase the new Police Records software would be the best use of his resources. The Chief said the functionality will serve both Police and Fire and will allow up to ten simultaneous users/licenses. Chief Barrett said the current software is very old, and this new system is a much more comprehensive system. Chief Edison said SHI software is the best option and is on state contract.

Sel. Neville made a motion that the BOS approves the contract to purchase SHI software in the amount of \$85,752.56 with asset forfeiture funds. The motion was seconded by Sel. McCaffrey and passed unanimously.

16-043 Community Compact

Sel. McCaffrey will research information on the Community Compact and present it at future meeting.

16-044 Permit Application for 5K Errico Sr. Project

Sel. Smith made a motion that the BOS approves a permit request for a 5K race benefitting Lyme disease research for Sophie Errico's senior project on May 1, 2016 from 9:30am-12:00pm subject to coordination with the Millis Police and Fire departments as well as the Clyde F. Brown School. The motion was seconded by Sel. Neville and passed unanimously.

16-045 Bake Sale Permit Application

Sel. Smith made a motion that the BOS approves a Bake Sale permit request from Girl Scout Troop 74940 to be held Tuesday, March 1st from 3:00-8:00pm at the Veterans Memorial Building during the primary election subject to coordination with the Operations Support Manager and the Town Clerk and with adult supervision. The motion was seconded by Sel. Neville and passed unanimously.

NEW BUSINESS

There was no new business discussed.

CONSENT ITEMS

Motion by Sel. Smith, seconded by Sel. Neville to approve and accept the Regular Session minutes of 1/13/16. The motion passed unanimously.

MISCELLANEOUS INFORMATION

The next Regular Session meeting will be held on February 10, 2016 at the MS/HS auditorium at 7:30pm for the Right of First Refusal Public Hearing.

EXECUTIVE SESSION: 10:00 PM

Motion by Sel. Smith to re-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. (Van Tine Litigation, SEIU Contract)

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

ADJOURNMENT

Respectfully submitted: Karen M. Bouret