

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, February 29, 2016 at 6:15 PM
Veterans Memorial Bldg. Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. Smith called the meeting to order at 6:17pm. 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: 6:18 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. (DPW Grievance).

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

Motion to emerge from executive session by Sel. Neville 6:50pm. The motion was seconded by Sel. McCaffrey.

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

Catherine MacInnes announced that Millis will hold its 12th Annual Beautification Day on Saturday, April 9, 2016 and invited all residents to volunteer to help out. An informational flyer as well as volunteer forms will be posted on the main page of the Town of Millis website.

Sel. McCaffrey reminded everyone that the Presidential Primary will be held on Tuesday March 1st at the Veterans Memorial Building with polls open from 7:00am-8:00pm. Sel. McCaffrey urged people to exercise their right to vote.

Sel. Neville said he read an article (see attached) regarding the FAST Act which is a long-term transportation bill through the Federal government which will provide transit funding and federal highway funds. Sel. Neville said he's unsure how the funding will affect municipalities but is something that might be interesting to look into.

SCHEDULED BUSINESS

16-046 Future BOS Meeting Dates

The Board decided on the following dates for their spring meeting schedule:

3/14, 3/28, 4/11, and 4/25 in room 229 at the Veterans Memorial Building at 7:00pm and 5/9 at 6:30pm in the Middle/High School Library at 245 Plain Street, prior to Town Meeting.

16-048 Exchange Street Sidewalk – GCG Contract

Mr. Aspinwall said GCG Associates have submitted a proposal in the amount of \$15,200.00 for surveying services for preparation of existing conditions for design of a sidewalk and intersection improvements at Union and Exchange Street. Mr. Aspinwall said two of the roads that were paved this year came in at a lower cost than anticipated so there is Chapter 90 money remaining to cover the cost.

Sel. Neville made a motion that the Board approves the GCG Associates, Inc. proposal for Engineering Services Exchange Street Sidewalk including data collection, survey, and field design as written with a not to exceed fee of \$15,200.00. The motion was seconded by Sel. McCaffrey and passed unanimously.

PUBLIC HEARINGS AND SCHEDULED APPOINTMENTS

16-037 Farm Street Sewer Extension Project

Dan Merrikin of Merrikin Engineering spoke about an application for a sewer extension permit for a low-pressure sewer main on Farm Street. Mr. Merrikin said the extension has been proposed by the owner of Map 31, Parcel 5 on Farm Street. Stubs will be provided for the existing homes at 64 and 70 Farm Street, the proposed home at Parcel 5 and a potential future home at 71 Farm Street. Mr. Merrikin said the cost of the extension will be paid by the owner of Parcel 5 so no betterment fees will be assessed to the other owners, they would only need to pay the Town's entry fee and a contractor to connect.

Sel. Neville made a motion to accept the Sewer Main Extension for Farm Street, Map 31 Parcel 5 by Roche's Building Company, Inc., as specified in the application dated 2/22/16. Sel. McCaffrey seconded the motion and it passed unanimously.

SCHEDULED BUSINESS

16-049 Award of Gasoline/Diesel Contract for FY17

Mr. Aspinwall said he is awaiting an email with pricing from Norfolk County Cooperative Purchasing Services, but has not yet received it. The item will need to be moved to the next Board meeting.

16-050 Dover Road/West Street Bridge Repair

Mr. Aspinwall said the Dover Road/West Street bridge that spans the Charles River and is shared by Millis and Medfield is in need of repairs. Mr. Aspinwall said the bridge handles a significant amount of commuter traffic. Mr. Aspinwall said a letter has been written asking Senator Ross, Representative Linsky, and Representative Dooley to request for assistance through state funding to rehabilitate the bridge which could cost up to \$2,500,000.00 to be split between the two towns.

Sel. Smith made a motion to have the Board sign the letter requesting state funding assistance for rehabilitation of the Dover Road/West Street Bridge. The motion was seconded by Sel. Neville and passed unanimously.

CONSENT ITEMS

Sel. Smith made a motion to approve the regular session 2/10/16 and 2/11/16 minutes as written. The motion was seconded by Sel. Neville and passed unanimously.

SCHEDULED BUSINESS

16-043 Park Expenses FY15

Mr. Aspinwall reviewed a spreadsheet (see attached) showing park expenses including field applications, repairs, plantings, lights, etc. Mr. Aspinwall pointed out that the biggest expense is watering. Mr. Aspinwall said the municipal departments and buildings have always paid for the water otherwise the water rate will see overall increases to absorb the cost. Mr. Aspinwall said either all taxpayers pay a share or it all falls on the water users. Sel. Smith said he'd like to continue the discussion at a later date.

PUBLIC HEARINGS AND SCHEDULED APPOINTMENTS

16-038 Request for Sewer Extension at Heritage Path & Village Street

Sel. Smith thanked the residents in attendance for the big turnout. Sel. Smith explained that this agenda item was added because residents at Heritage Path and Village Street expressed interest in possibly moving forward with a sewer extension. Sel. Smith reviewed the process including betterment assessments and connection fees, and stated tonight is just to assess the amount of interest in doing a sewer extension at this area. Bill Lawson, a resident at Heritage Path, said Heritage has a sewer pumping station that's over 20 years old that the homeowner's association maintains. Mr. Lawson said they'd like to connect directly to the sewer. Sel. Smith said this is a unique situation and is unsure of how betterments would be assessed in that area. After further discussion, Sel. Smith said there seems to be enough interest to refer this to the Sewer Study Committee.

Sel. Neville made a motion to refer the Heritage Path/Village Street request for a sewer extension to the Sewer Study Committee. The motion was seconded by Sel. McCaffrey and passed unanimously.

16-039 Right of First Refusal Island Road

Mr. Aspinwall said the Town received a bona fide offer in the form of a purchase and sale agreement between Maureen Hughes and Stephen and Catherine MacInnes for a portion of the lot located at 0 Island Road. Mr. Aspinwall said the Town has the right of first refusal on the property because it is Chapter 61B land. Mr. Aspinwall said the parcel is 38,000 sf of a 33 acre piece of land. The Board discussed the possible merits of purchasing the land and determined it has little value to the Town due to location and the fact that it's non-buildable. Catherine MacInnes said they are looking to purchase the property to add to their current lot and give them frontage to the Bogastow Brook.

Sel. Neville made a motion to waive the right of first refusal on the property located at zero Island Road and to authorize Town counsel to send a letter to both parties stating that and to record the decision with the Registry of Deeds. The motion was seconded by Sel. McCaffrey and passed unanimously.

SCHEDULED BUSINESS

16-040 FY17 Budget Presentation - Recreation

Kris Fogarty, Recreation Director, gave a PowerPoint presentation reviewing the Recreation Departments programs, community enrichment, park management, budget, and operations. (See attached) Ms. Fogarty said private sports programs have caused a drop in enrollment in the recreation sports, especially basketball. Ms. Fogarty said she is working to develop new programming to try boost decreasing revenue. Ms. Fogarty said her salary is partially funded by the Town and asked that the Town fully support it through the general fund so that program revenue can be put back into the programs. A member of the Recreation Committee spoke on Kris' behalf saying an increase in her hours should be seriously considered since she often is required to work weekends and after hours for evening events. Sel. Smith said he understands the request to fund the Director's salary in full and agreed with trying to get money back into the program to help develop new programs or put surplus towards equipment or fields.

16-041 FY17 Budget Presentation -DPW

Jim McKay, Deputy Director of the DPW/Chief of Operations, presented his FY17 budget. (See attached) Mr. McKay detailed his duties, a COOP plan, staffing, department highlights, and budget requests for highway, transfer station, sewer and water. Mr. McKay said he is requesting additional staffing in the form of a full time Water/Sewer/General Heavy Equipment Operator/Laborer to assist in all phases of DPW work. Mr. McKay also asked for two full time summer help workers for water and sewer to cut

grass, paint hydrants and clean facilities. Mr. McKay said the existing street sweeper is 18 years old and in poor condition and is requesting a new one at an estimated \$216,800.00 for an estimated life of 20 years. Mr. McKay said upcoming changes to stormwater regulations will likely require more frequent sweeping and reliable equipment is necessary. Additionally, Mr. McKay requested a new one-ton dump truck for plowing, road repairs, etc. for approximately \$46,720.00 and a cargo trailer for \$7,495.00.

Sel. Smith said due to the time, he will move items 16-044 and 16-045 to the 3/14/16 agenda.

16-047 Police/Fire Project Bond Discussion

Mr. Aspinwall said he spoke with Maureen Pacella of Eastern Bank regarding refunding bonds. (See attached) Mr. Aspinwall said the “2003 issue percentage savings of refunded bonds is 7.787737% and the 2006 is 6.292128% which added together would be an annual savings of about \$14,000.00.” Mr. Aspinwall said the projects were sewers and surface drains and wells. Mr. Aspinwall said the approximate savings could be \$140,000.00 over ten years.

Sel. Smith said the next Regular Session meeting will be held on March 14, 2016 at 7:00pm in Room 229.

EXECUTIVE SESSION: 10:40 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. (Police, Dispatch, SEIU Contracts)

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

ADJOURNMENT

Sel. Smith made a motion to emerge from Executive Session at 10:50pm. The motion was seconded by Sel. Neville.

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

Sel. Smith made a motion to adjourn at 10:51pm. The motion was seconded by Sel. Neville and passed unanimously.

Respectfully submitted: Karen M. Bouret