

Finance Committee Meeting

September 15, 2010 7:30 PM
Veterans Memorial Building, Room 229
900 Main Street
Millis, MA 02054

In Attendance:

Chris Smith, Chairman
Craig Schultze, Vice Chairman
Jennifer Soule, Clerk
John Burns
Rick Manburg
Rich Molloy
Jim Smith
Susan Vecchi
Charles Aspinwall, Town Administrator
David Baker, School Committee

Chris Smith called the meeting to order at 7:32 PM

Warrant Review:

Charles Aspinwall:

Article #9 Water Main Projects:

Woodard & Curran have suggested replacement of the undersized and unlined water mains after reviewing the Town's Master Plan.

- (1) Undersized Mains: The Town has a large number of undersized water mains (6-inch and less in diameter) in the distribution system which may inhibit water service and fire flows. MassDEP guidelines require water mains providing for fire protection and serving fire hydrants have a minimum size of 8-inches
- (2) Unlined Mains: Unlined cast iron water mains can have an adverse impact on water quality as well as on the flow of the water in pipes. The Town has a large number of mains that are unlined cast iron which can contribute to reduced capacity and water quality problems. When the need arises, unlined mains should be replaced with new cement lined ductile iron pipe, or cleaned and relined with a cement coating, depending on the size and condition of the existing main.

The costs are as follows:

Irving Street:	\$426,343.75
Daniels Street:	\$395,878.75
Curve Street:	\$161,451.25

The plan is to start by addressing Irving Street, Daniels Street and a portion of Curve Street. The cost of replacing the Daniels Street main will be offset from the Tuckerdale proceeds the Town will receive from the developer. The sidewalks on Daniels Street would be replaced as well. The Town will receive \$6,000.00 for each unit (#4 – 16) when sold in order to receive and occupancy permit. The Daniels Street main replacement will not affect water rates.

Bidding climate is very good. It's an existing MassDEP requirement.

New EPA may require chlorinating Wells #3 & 4; right now all other wells (#1, 2, 5 & 6) are chlorinated. Full disinfection cost would be approximately \$1,000,000.00. The Drinking Water Committee recommended bringing this to the Board of Selectmen. There is a grant opportunity from the DEP to help develop a capital improvement plan for water main replacement prioritizing.

Article #8 Personnel Plan Changes:

- (1) Overtime: Proposes eliminating A, B and C of the current policy and paying overtime only after 40 hours.

Clarification of the wording on this item is needed.

- (2) Conduct Policy: This would address minor transgressions in the workplace. It sets out common sense things and the expectations of the Town of employees. Some conduct issues have occurred and there is no policy that would allow for disciplinary actions for these conduct issues. The policy has been reviewed by Town Council. The Finance Committee felt Point A of the policy appears subjective and a grievance procedure should be added to the Conduct Policy.

Article #15 Overweight Vehicle Travel on Town Roads and Land:

This new by-law was prompted by the Town's rights regarding generators moving over town roads or town land.

Whenever a vehicle and its contents weigh over:

2 axle vehicle	46,000 lbs. GVW
3 axle vehicle	60,000 lbs. GVW
Tri-axle vehicle	80,000 lbs. GVW
Tractor-trailer	99,000 lbs. GVW,

and said vehicle needs to travel or move over town roads, town land, or private property in which the town has a property interest, the vehicle owner or its agent must obtain a permit from the Board of Selectmen prior to the occurrence of the travel. The Selectmen shall consider whether to allow said permit at a duly called and posted meeting and if allowed, shall at a minimum require:

1. The Permit Applicant (Applicant) shall provide a pre-move video of the travel route in order to document pre-move conditions.
2. The Applicant shall provide an insurance certificate naming the Town of Millis as an additional insured in amounts established by the Selectmen.
3. The Applicant shall consult with the Police Chief and Fire Chief regarding the plan for said move and the Police Chief shall approve the route and the requirement for police details therefore.
4. The Applicant shall provide the town with a copy of any state issued permits required for said move.

5. The Applicant shall provide the town prior to the start of the move evidence that permission for the move from each town along the move route has been secured.
6. The Applicant shall secure the services of a registered professional engineer who shall certify to the town prior to the move that the weight of the vehicle will not affect any structure along the route. In order to make that determination the applicant's engineer shall visually inspect said structures.
7. The Applicant shall pay permit fees as deemed necessary by the Selectmen to cover the Town's costs for permit review and for monitoring said move.

The fee (\$2,300.00) was determined by the time the Town's staff (Town Administrator, Fire Chief, Police Chief, Assistant DPW Director and the Board of Selectmen) put into the permit process.

Zoning By-Law (Not yet finalized):

On occasion a lot lies in two zoning districts, the amendment to the by-law will give more clarity/direction to the Building Inspector. The overlay district does not have dimensions.

To see if the Town will vote to amend the Zoning By-law, Section III, Establishment of Zoning Districts to insert a new section E to read as follows:

E. Split Lots

1. Lots Split Between Residential and Non-Residential Districts: Where a zoning district boundary line or lines divide a lot between a residential district and non-residential district, the entire lot shall comply with use and dimensional requirements for the residential district.
2. Lots Split Between Residential Districts: Where a zoning district boundary line or lines divide a lot between two or more residential districts, the entire lot shall comply with the use and dimensional requirements of the residential district governing the most area in square feet of the lot.
3. Lots Split Between Non-Residential Districts: Where a zoning district boundary line or lines divide a lot between two or more non-residential districts, the entire shall comply with use and dimensional requirements for the most restrictive of those non-residential districts. If at least thirty-three percent (33%) of the lot is located in a less restrictive district, the Board of Appeals may permit application of the use and dimensional requirements of the less restrictive district to the entire lot by special permit.

Finance Committee Recommendations:

Article #9 Water Main Projects:

Susan Vecchi made a motion to recommend Article #9, Craig Schultze seconded, Vote: 8/0, motion carries unanimously.

Further Discussion:

Jennifer Soule requested to see the future plans for water main replacements.

Article #15 Overweight Vehicle Travel on Town Roads and Land:

Craig Schultze made a motion to recommend Article #15, Susan Vecchi seconded, Vote: 8/0, motion carries unanimously.

Chris Smith asked to move Article #11 to the top of the article list on the warrant.

David Baker:

The School Committee voted and signed the letter to the Board of Selectmen and the Board of Education to transfer the Ellice School to the Historical Commission.

The teacher's union has reached an agreement which was unanimously endorsed by the teacher's union. Charlie Vecchi, as a member of the Board of Selectmen, will attend the next School Committee meeting. The first year of the contract, the cost of living increase will be zero percent, it's a three year contract and the step and lane chart has been adjusted.

The custodian negotiations are going well.

The Stabilization money (\$108,000.00) approved at June's Town Meeting was used for salaries. The three most important items to the School Committee are (1) Curriculum (2) Vehicles and (3) Clyde Brown needs. Returning the \$108,000.00 to the Stabilization Fund will not affect FY11 salaries. They will apply for grants to cover additional staff.

Chris Smith: The Stabilization Funds would be better used for capital needs, not salaries.

Craig Schultz: The \$108,000.00 should go back into the Stabilization Fund. If it was known money was coming from the Federal Government, the recommendation to use Stabilization Fund money in June would not have occurred. Suggests putting the \$108,000.00 back into the Stabilization Fund and bring articles to Town Meeting rather than leave it in the school's budget.

Chris Smith: The School Committee should prioritize its article list at the next School Committee meeting on Tuesday, September 21, 2010. Putting the money back into the Stabilization Fund is the Finance Committee's priority

Upcoming Meeting Schedule

September 22, 2010, 7:30 PM
Veteran's Memorial Building, Room 229

September 29, 2010, 7:30 PM
Veteran's Memorial Building, Room 229

October 6, 2010, 7:30 PM
Veteran's Memorial Building, Room 229

October 13, 2010, 7:30 PM

Veteran's Memorial Building, Room 229

October 20, 2010, 7:30 PM

Veteran's Memorial Building, Room 229

October 27, 2010, 7:30 PM Public Hearing

Veteran's Memorial Building, Room 229

November 1, 2010 6:30 PM Pre-Town Meeting

Location: TBD

November 1, 2010 7:30 PM – Town Meeting

Middle/High School

245 Plain Street

Minutes Review and Approval:

Rick Manburg made a motion to approve the June 9, 2010 minutes as written, Susan Vecchi seconded, Vote: 8/0, motion carries unanimously.

Craig Schultze made a motion to approve the June 14, 2010 minutes as written, Susan Vecchi seconded, Vote: 8/0, motion carries unanimously.

Craig Schultze made a motion to approve the September 1, 2010 minutes as written, Jim Smith seconded, Vote: 8/0, motion carries unanimously.

Jim Smith made a motion to adjourn at 8:44 PM, Susan Vecchi seconded, Vote: 8/0, motion carries unanimously.

Respectfully submitted,

Deirdre Gilmore