

**TOWN OF MILLVILLE  
BOARD OF SELECTMEN**

**Minutes of August 18, 2008**

**Board of Selectmen Members in attendance:** Chairman Paul Savage, Vice Chairman Tom Petrowicz, Members: Charlie Poulin, Jackie Lima and John Laura

Others Present: Executive Secretary Helen Coffin.

The meeting was called to order at 7:00 pm at the Millville Town Hall.

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The Board of Selectmen held a meeting with the various boards and departments prior to the regular meeting. The purpose of the meeting was to discuss the hours which the community is served. There have been concerns about staff not always available to residents. The Board of Selectmen does not want any Town employees working alone in the Town Hall. There has been no consistency with the hours to the public. After discussion, the hours which make the most sense for consistency would be Monday through Thursday from 9:00 – 2:00.

The Board of Selectmen also discussed cross-training various departments. The Executive Secretary noted that many forms and applications are available online. The Executive Secretary will change the hours on the Board of Selectmen homepage on the Town's website.

**Announcements:**

- The Millville Public Safety Day was held on Saturday, August 16, 2008. It was a huge success. Thank you to all.
- Sympathy goes out to the Mullaly family in their recent loss.

**Highway Surveyor:**

**Snowplowing:**

Brad Lafontaine of Northeast Auto Recycling would like to continue the snowplowing contract he has with the town. The Board of Selectmen discussed and resolved the few issues from last year. The proposal was presented to the Board of Selectmen. The only change would be having an increase of \$2.00 an hour over the next three years.

The Highway Surveyor is working on Lincoln St. and Harmony Rd. for the freezing water.

**Catch Basin Cleaning:**

The street cleaning will be starting in September. Mr. Dean is inquiring about where to store the sand until it is hauled away. He believes that it could be stored at P&W but needs to check.

**Providence St./Ouaker/Depraire/Central:**

The various streets have encountered washout on the streets. The Highway Surveyor will be addressing these.

**Guardrails:**

The paperwork for guardrails at Hope Street, Prospect Street and Lincoln Street will be signed.

**Chapter 90:**

- **On a motion made by Jackie Lima and seconded by John Laura, the Board of Selectmen voted unanimously to sign the request for the Chapter 90 project request.**

**Board of Health:**

The Chairman of the Board of Health, Tom Houle, was present to address the board.

- **Request for Legal:**

Mr. Houle explained the reason for the legal request. The board wanted clarification in regards to the interpretation of the by-laws. There was information given to the Board of Health that a representative working with a resident on Bazeley Ave. was signing off on septic design plans when he did not have the proper certifications to do such. This has made the submitted plans incomplete. The Board of Health wanted to make sure that Board could cover themselves if this situation escalates. To date, the request for legal is no longer needed.

- **Secretary Salary:**

The Board of Health stated that they never used the word bonus. The Board of Health has been in front of the Board of Selectmen at least once over the past two years asking for a salary increase. The Board of Health has researched various salaries of the other town employees in the similar job. The Board of Health secretary currently makes \$13.84 which is below the other towns. There was money left over in last year's budget. The Board of Health made a salary adjustment with funds transferred from another account. This was a unanimous decision by the Board. She received and has taken all the necessary classes for the position.

- **Landfill Complaint:**

There was a complaint from a resident about possible Methane gas at the landfill. The Board of Health will follow-up with this. The latest test results will be provided to the residents.

**Animal Control Officer:**

There continues to be an issue on Fisher Street. The Animal Control Officer did a site visit and it has been an ongoing situation. Mr. Fagan suggests seeking opinion from legal in regards to what authority the by-law has in regards to these kennels and wants clarity in regards to the interpretation. The resident who has the dogs has placed and used various devices to assist with lessening the barking.

**Resident Jean Poulin, 72 Fisher Street:**

She has kept track of the barking and feels that improvements have been made. She wants to know what is considered a nuisance?

**Resident Benjamin Grant, 32 Maureen Way:**

He presents a petition about the barking dogs. He has kept a record of the barking but did not bring it. He does not want to listen to the noise any longer. He would like to see the town consider a dog noise ordinance. The Executive Secretary noted that there needs to be 25 signatures on the petition to request a hearing by the Board of Selectmen. Selectman Lima suggested putting this on the agenda for the next meeting and the Board would look at Mass General Law in regards to this.

Tom Houle Chairman of the Board of Health had several questions:

1. Is there a Kennel License?
2. Is this a licensed business?
3. Does this fall under the Nuisance law?

**Resident Norman Thuot, 25 Ironstone Street:**

He is in support of a noise ordinance and feels this should be adopted for the town. The Board of Selectmen will check into this.

**Public Forum: None**

**Minutes/Warrants:**

**August 4, 2008 (7:00 pm )**

- On a motion made by Jackie Lima and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to accept the regular meeting minutes from August 4, 2008.

**July 16, 2008:**

- On a motion made by Jackie Lima and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to accept the regular meeting minutes from July 16, 2008. Selectman Savage abstained.

**Warrants:**

- On a motion made by Tom Petrowicz and seconded by John Laura, the Board of Selectmen voted unanimously to sign the warrants.

## **Appointments:**

### **Police Department Part-Time Dispatchers:**

- **On a motion made by Tom Petrowicz and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to appoint Shawn Foster and Amanda Hayes as part-time dispatchers for the Town of Millville through June 30, 2009.**

### **Police Department Resignation:**

- **On a motion made by Charlie Poulin and seconded by Tom Petrowicz, the Board of Selectmen voted unanimously to accept the resignation of Giovannina Arcudi from part-time dispatcher.**

Mr. Dupont from the Police Department presented a proposal to the Board of Selectmen about what he wants to do in regards to his position. Chief Landry is comfortable with the letter which was presented. There will be no change in money. Chairman Savage feels that this could set precedence if this were authorized. Selectman Lima feels that the employee wants to serve the town and it is the obligation of the town to allow this. She is in favor of this since Chief Landry is in support of this. Mr. Dupont will purchase his own start up gear. Selectman Petrowicz feels that with the contract negotiations, he is not ready to make the decision at this point. Selectman Laura feels that something from the union in writing would be helpful.

The Board of Selectmen would like a letter from the union after negotiations stating that this is something that the union agrees can be done.

## **Public Forum:**

### **Resident Chuck Augat, 30 Fisher Street:**

Mr. Augat noted that there are Sunday Blue Laws which contractors are supposed to be conforming with. He wanted to know who gives these permits, and who is responsible for enforcing them if a violation takes place. Chief Landry agreed that the Sunday Blue Laws must be adhered to and a permit must be given to do such work. The building inspector will be notified if a contractor is violating. The second concern of Mr. Augat is that residents are burning at off times and some without a permit. He is wondering if the Fire Department has responded to illegal burning and what is the cost to the violators who are violating? He suggested that a literature piece could go out with the tax bills to notify residents. A fine should be addressed for a repeat offender. Chairman Savage will check with the Fire Department about this.

### **Correspondence:**

- There was a streetlight complaint. The Board of Selectmen was wondering if a shield could be placed on this light. Helen will follow-up and will set up a meeting, if necessary.
- **Systems Administrator Mark Morton:**  
Mr. Morton sent a letter to the Board of Selectmen identifying his responsibilities as being Systems Administrator. He does the less technical work and an outside vendor is used, BITS. There was a seven-page report submitted. Chairman Savage feels that he has been instrumental in assisting the town. Selectman Lima was inquiring about what is the future plan or goals for the town. Mr. Morton noted that the software, which may be updated, drives the Town Hall. There has been talk about having the Board of Assessors online. Mr. Morton informed all departments that he could build a page if any department is interested. Selectman Lima wants more useful information on the town website and hopes that the boards could provide this information to Mr. Morton. Selectman Lima showed Mr. Morton the Municipal Advocate, which he can use as a resource. The Board of Selectmen will address the other issue about the password with both the Town Clerk and the Systems Administrator.

### **Executive Secretary Report:**

#### **Knights of Columbus Toll Road:**

- **On a motion made by Charlie Poulin and seconded by Thomas Petrowicz, the Board of Selectmen voted unanimously to authorize the Knights of Columbus Toll Road for September 6, 2008 for the times as noted in the regulations.**

#### **Selectmen Meetings:**

The Chairman would like to have the meetings at various locations throughout town. The November 3<sup>rd</sup> meeting will be held in the Veterans' Room. The all town government meeting will be scheduled. The Executive Secretary noted that in the town bylaws, a joint meeting is to occur with the Board of Selectmen, Planning Board, and Conservation Commission. Chairman would like this meeting also set up.

#### **Annual Pumpkin Party:**

The Chairman suggests contacting Diane McCutcheon to see if she is interested in planning this event.

#### **Identification Badges:**

The identification badge photographs will be taken Wednesday August 27<sup>th</sup> and Thursday August 28<sup>th</sup> for all boards and committees.

#### **Board of Selectmen Material:**

The Board of Selectmen was reminded to pick up and review the materials in their mailboxes prior to the meeting.

## **Old Business:**

### **Personnel Policies: 1.1 – 2.2**

The Board of Selectmen would like to hold a workshop meeting to discuss the personnel policies further. This will be scheduled for September 2, 2008 at 6:00 pm.

### **Police Policies: 31 - 33**

- **On a motion made by Thomas Petrowicz and seconded by Charlie Poulin the Board of Selectmen voted unanimously to accept the Police Policies 31-33 as presented.**

## **New Business:**

### **Personnel Policies: 3.1 – 3.17**

These were presented to the board and will be reviewed at a later date.

### **By-law Committee:**

The Board of Selectmen discussed the need for a By-law Committee. Chairman Savage also reminded all that a meeting needs to be set up with the Town Clerk to figure out why the By-laws were not submitted. He would like Attorney Grossfield to be present.

### **Small Water Systems Contract:**

The Board of Selectmen reviewed the contract.

- **On a motion made by Tom Petrowicz and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to allow the Executive Secretary to sign the contract as presented by Deb Bray.**

### **Secret Ballot Issue:**

Selectman Lima would like the Executive Secretary to follow up with legal counsel about the secret ballot issue from the Town Meeting. She was inquiring about if the language within the By-law needs to be clarified with further explanation.

## **Good & Welfare:**

Chief Landry explained that there was a fire which occurred at 181 Main Street and the building should be demolished. The site is currently not monitored. The building needs to be either secured and boarded up or demolished. The Building Inspector did advise that this building was a hazard last year. The Historical Commission agreed that it is beyond repair. The Executive Secretary will call the Town's insurance company to see if this could be covered. Chairman Savage suggested authorizing the Executive Secretary to make the decisions based on the research. If the building needs to be demolished, a transfer of funds will be needed.

- **On a motion made by Tom Petrowicz and seconded by Jackie Lima, the Board of Selectmen voted unanimously to authorize the Executive Secretary to consult with FinCom and approve a Reserve Fund Transfer if the building needs to be demolished.**

The next Board of Selectmen meeting will be Tuesday, September 2, 2008 at 7:00 p.m. at the Municipal Center.

**ADJOURN:**

- **On a motion made by John Laura and seconded by Jackie Lima, the Board of Selectmen voted unanimously to adjourn the meeting at 11:00 pm.**

Respectfully Submitted,

Amy Sutherland

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Paul Savage  
Chairperson

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Tom Petrowicz  
Vice Chairman

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Charlie Poulin  
Selectman

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Jackie Lima  
Selectman

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John Laura  
Selectman

**APPROVED AND SIGNED 9/15/08**