

**TOWN OF MILLVILLE
BOARD OF SELECTMEN
Minutes of August 20, 2007**

Board members in attendance: Chairperson Diane McCutcheon, Vice Chairman Paul Savage, Tom Petrowicz, Charlie Poulin, and Karin Furno.

Others Present: Executive Secretary Helen Coffin

Chairperson McCutcheon called the meeting to order at 7:15 p.m.

ANNOUNCEMENTS:

- The Chairperson of the Board of Selectmen will be available on Wednesday evening, August 22, 2007 to address any questions or concerns from residents.
- There continue to be openings on various boards and committees.

Meeting with the Board of Assessors:

Chairperson McCutcheon chose to step down due to pending litigation.

Selectman Savage chose to step in to represent the Board of Selectmen with the meeting protocol. He wanted to meet with the Board of Assessors to discuss some reoccurring issues. Mr. Savage asked the Board of Assessors:

Do you understand what the chain of command is?

Do you know who your boss is?

They responded that it is understood who their boss is.

The purpose of the meeting was to address why the Board of Assessors did not respond back to the Board of Selectmen with two meeting dates. Selectman Savage also noted that the Board of Selectmen requested that the hours of the Assistant Assessor be documented. Some documentation was provided to the Board recently.

Jennifer Dean-Wing stated, that it was stated, that Fincom and the Accountant Marilyn Mathieu requested it be researched so see if it is cheaper for the Town to outsource the department. A memo was sent from the Board of Assessors to in June after the town meeting.

The Board of Selectmen wanted clarification of how the compensation time for the assistant assessor was being recorded and done.

Selectman Savage wanted to thank the Board of Assessors for submitting their performance review. This will be kept on file. It was mentioned to the Board of Assessors that any internal issues that a board has does not need to be included in the performance review.

Selectman Savage wanted to know if all members are fully up to speed with the computer system? Susan McNamara stated that the Board of Assessors is

comfortable with the system and Selectman Savage thinks that the other members need to be able to use the system.

Selectman Furno wanted clarification on the codes used on the inspection log sheet.

There was a complaint received recently concerning the assistant assessor. The Board of Selectmen want the Board of Assessors to take a look at the complaint and investigate it and provide a feedback report.

The Board of Assessors suggested possibly having a liaison from the Board of Selectmen.

The meeting was turned over to the Chairperson at 7:46 pm.

Site Visit for Lincoln St. Project:

The Board of Selectmen conducted a site visit with Mr. Pawlowski on Lincoln St. to discuss the Strap Grant Project.

Mr. Pawlowski discussed that there is water coming into the property due to the Cape Cod berm. The disturbance of the area has gone from 35 to 60 feet. Another issue was the settling of the sand and gravel. The highway surveyor suggests getting the contractor back on the project. It was noted that the contractor was paid in full. The Board of Selectmen wants a timeline for these problems to be fixed. This was not done by the specification of the plans. There were no hay bales or silt fences added.

Mrs. Pawlowski wanted to know why this job in its entirety was not checked before the contractor was paid. Mr. Pawlowski wants the project to be followed by the plan.

Selectman Poulin suggested that in the future, all engineers provide an as built and checklist before the town releases the last payment.

The Board of Selectmen would like the Conservation Commission to be notified on the status of this project.

CORRESPONDENCE:

- The CMRCP is looking for a candidate for the CMRPC advisory committee. Let Helen know if interested. There is an application, which needs to be filled out.
- The town received information on the lead and copper levels at the Millville Elementary School. The compliance report regarding the water at the school indicated that the system was below the levels. This is positive feedback. A memo was received from Northeast water Solutions with recommended actions to be taken to validate the findings. There will be more samples taken on August 20, 2007.
- The new BMRSD Superintendent asks for the completion of a questionnaire prior to the Chairperson and Executive Secretary meeting with him in September. This

form will be used to facilitate dialogue at the meeting. The Chairperson would like any and all issues to be brought to her or the Executive Secretary in regards to the school and she will forward the information.

- A notice came from the DEP about 56 Main St. The memo noted that Millville Associates has taken no steps to address the Non-Compliance for contingency plan for failure to dispense with oil on the property. The regional enforcement coordinator has been notified.
- The Knights of Columbus will hold a tootsie roll drive along with soliciting donations on Saturday, October 6, 2007.
On a motion made by Tom Petrowicz and seconded Karin Furno, the Board of Selectmen voted unanimously to allow the Tootsie Roll drive on October 6, 2007. Helen will follow up with a letter.

MINUTES:

- **On a motion made by Tom Petrowicz and seconded Paul Savage, the Board of Selectmen voted unanimously to approve the Minutes of August 6, 2007 Regular Meeting.**
- **On a motion made by Tom Petrowicz and seconded Karin Furno, the Board of Selectmen voted unanimously to approve the Minutes of the August 6, 2007 Workshop Meeting.**
- **On a motion made by Karin Furno and seconded Tom Petrowicz, the Board of Selectmen voted unanimously to sign the warrants.**

GOOD & WELFARE: None

John Dean, resident:

- Mr. Dean explained why the money for the Lincoln St. project was paid. He indicated that the town did not want to pay interest on the \$200,000 the town borrowed.

EXECUTIVE SECRETARY REPORT:

National Grid:

- A meeting will be Wed. Sept 5, 2007 at 10:00 am to discuss the impacts to the Town of the installation of more transmission lines installed throughout the town.

Structural Engineer Request:

- The Town building inspector sent a memo to the Board of Selectmen making them aware of the serious structural concerns with foundation of the town hall. The Board of Selectmen approved Helen hire a structural engineer.

Stormwater Report Requiring Signature:

- On a motion made by Paul Savage and seconded Karin Furno, the Board of Selectmen voted unanimously to authorize the Chairperson to sign the three reports for Stormwater.

Water Tank on Main St.:

- The water tank will be removed within a week once receiving letter from the Board of Selectmen.

Chestnut Hill Meeting House:

- The next Board of Selectmen meeting will be at 5:00 pm. at the Chestnut Hill Meeting House.

Annual Board Meeting:

- There will be an “All Town Government Meeting” set for Monday, October 15, 2007 beginning at 6:00.
- On a motion made by Paul Savage and seconded Karin Furno, the Board of Selectmen voted unanimously to hold the meeting for Monday, October 15, 2007.

Community Opportunities Group:

- On a motion made by Paul Savage and seconded Karin Furno, the Board of Selectmen voted unanimously to sign the lien for subordination agreement.

Job Description:

- The executive secretary is going through the existing policy and would like to hold a public hearing to address recent amendments.

Library Roof:

- On a motion made by Tom Petrowicz and seconded Karin Furno, the Board of Selectmen voted unanimously to award the roof bid to MHT Construction for \$9,000
- On a motion made by Tom Petrowicz and seconded Paul Savage, the Board of Selectmen voted unanimously to waive the permit fees.

OLD BUSINESS:

Landfill:

- The Board of Selectmen would like to set up a meeting with Senator Moore, Representative Callahan and DEP to address this issue. Board of Health Chairman Dave Stanley wants to know why the area is not secured. A letter will be sent to BATG indicating that the site is not secured.

NEW BUSINESS:

Planning Board:

- The Planning Board will be holding a public hearing on the Open Space Bylaw on August 27, 2007 at 7:30. There will also be a discussion about In-Law Apartments at 8:00 pm that same evening. There have also been provided two resumes for the town planner positions. Interviews will be held on September 10, 2007.

By-law Committee Memo:

- The Board of Selectmen would like to set up a meeting with the Bylaw Committee sometime in November to discuss what may go on the warrant.

Business Retention Grant:

- A meeting was held at Heritage Design and the purpose of the meeting was to address the \$75,000 grant. Heritage Design Group will do a streetscape design and will be depicting different areas. The representatives will be contacting the Historical Committee to gather their input.

Board of Assessor Liaison:

- **On a motion made by Tom Petrowicz and seconded Charlie Poulin, the Board of Selectmen voted unanimously to appoint Karin Furno as the liaison to the Board of Assessors.**

GOOD & WELFARE: None

On a motion made by Tom Petrowicz and seconded Paul Savage, the Board of Selectmen voted unanimously to adjourn the meeting at 10:00 pm.

Respectfully Submitted,

Diane McCutcheon, Chairperson

Paul Savage, Vice Chairman

Tom Petrowicz, Selectman

Charlie Poulin, Selectman

Karin Furno, Selectman

APPROVED AND SIGNED 9/4/07