

**TOWN OF MILLVILLE
BOARD OF SELECTMEN
Minutes of September 17, 2007**

Board members present: Chairperson Diane McCutcheon, Selectmen Charlie Poulin and Karin Furno.

Board members absent: Paul Savage and Tom Petrowicz

Others Present: Executive Secretary Helen Coffin

Chairperson McCutcheon called the meeting to order at 7:00 p.m.

ANNOUNCEMENTS:

- The Board of Selectmen held the last meeting at the Chestnut Hill Meeting House, which is a historic first for the Town. Thank you to cable access and Margaret Carroll for their support in this endeavor.
- Please be careful of the children that are waiting at the bus stops. Drive carefully.
- Selectman Savage will be available at the Town Hall on Wednesday, September 26, 2007, from 6:00 – 8:00 pm., for those interested in discussing any issues.
- Sympathy goes out to the Ryan family in the recent death of Mary Ryan. The Town greatly appreciates all the volunteer work which she performed for the Town through the years.
- The Senior Center held a volunteer lunch and the Town would like to thank Fire and Ice for covering the food for this event.

Public Hearing: Personnel Policy Amendments:

The Board of Selectmen held a public hearing in conjunction with its regular meeting, to present proposed policy amendments to the Town's current personnel policy manual. The proposed amendments are as follows:

Administrative Authority. Paragraph 3.3, Step Increase.

This paragraph should be deleted in its entirety as it refers to step increases for employees, however, the Town no longer uses a step system.

Personnel Records. Paragraph 4.1, Centralized Record Keeping.

This paragraph should read, "The Executive Secretary and Treasurer shall be responsible..." The personnel files are held in the Treasurer's office and she is partly responsible for maintaining them.

Personnel Records. Paragraph 4.3, Access to Records.

This paragraph should read, "Executive Secretary or Treasurer" in two places. The Treasurer has access to the personnel records and is authorized to access them.

Susan McNamara states that as an employee she has a problem giving the authority to the Treasurer. Why should she see all the personnel records at any time? Why should the Treasurer have access?

The Treasurer must have access due to the payroll and benefits records which are part of the Personnel records for employees.

Political Activities: Paragraph 19.7 (d).

Selectman Furno recused herself from voting on this.

The Town Clerk wanted to know if the Board could vote to change these during a public hearing. It is her understanding that this needs to be done at a Town Meeting. Selectman McCutcheon explained that the Board of Selectmen has received the opinions from two attorneys indicating that the Board of Selectmen can move on this. Ms. McNamara wants to get the opinion of the attorney general.

Resident Paul Ouellette wanted to know what prompted the changes, and what qualifications do the Board of Selectmen have in making these changes, what are the implications?

Selectman McCutcheon responded that the Board comes from a variety of different areas and the Board of Selectmen members were each elected by their qualifications which were presented when they ran for office. The Board of Selectmen does their very best.

The step increases have not been used for a very long time.

After discussion it was determined that this issue would not be voted on at this time.

On a motion made by Karin Furno and seconded by Charlie Poulin the Board of Selectmen voted unanimously to close the public hearing.

Boy Scout Project:

Matthew Lesperance will be working towards getting his Eagle Scout badge through a service project at the Millville Senior Center. He would like to build a patio area outside. This project will be done in the fall. Mr. McNamara would like to thank Matt on behalf of the seniors.

On a motion made by Karin Furno, and seconded by Charles Poulin the Board of Selectmen voted unanimously to approve the Eagle Scout project at the Senior Center being done by Matthew Lesperance.

Parks and Recreation Department:

Parks and Recreation Chairman John Dean wanted to thank Chris McNamara for the hard work on the field. The parks and recreation want to use the land where the water tank was to put a soccer field in for the town. Parks and Recreation would like this land to be developed into a recreation area.

The parks and recreation is looking into possibly putting in a sprinkler system at the elementary school for the baseball or soccer fields. The Board of Selectmen thinks this is a good idea but the Selectmen want to make sure that there is enough water for this system. Chris McNamara noted that there is not enough pressure for this system, but he is working to get private donations, which will cover the pressure system. The Board of Selectmen would like to have a meeting with parks and recreation to see how this may impact the budget. There is a Departmental Regional Grant available for this type of project. This item will be put on the agenda for the next meeting, which will be October 1, 2007.

The Executive Secretary checked into the demolition of the property on Main St., which was estimated to cost \$26,000. The charge is for the debris disposal fees.

Thank you to John Dean for the playground sign.

PUBLIC FORUM:

John Dean, Highway Department:

Salt Bids:

There has been an increase to \$53.98 a ton for salt.

Fisher Street:

The visual review was completed, to look at the design on Fisher St. It appears to be working close to specs based on the report provided by Guerriere & Halnon. There were some noted areas which were not completed and recommendations were made. John Dean feels that the three recommendations will be addressed.

Lincoln Street:

The tree and stump need to be removed. The ditch was cleaned out. Natural Resources will be contacted to do a site visit on the site to address the wetland issues.

Resident, Norman Thuot:

Mr. Thuot wanted to know if the Agendas could be placed on the Internet. Helen will make every effort to place it on the website, but it is always on cable or available at the Town Hall. He also inquired as to the minutes on the website. All BOS Minutes that have been approved are on the website.

CORRESPONDENCE:

- There is a solid waste clean-up project going on at Prospect Street. Some of the debris was asbestos shingles.
- Board of Selectmen was invited to a meeting on Oct 4, 2007 at the Valley Vocational School about railway sponsored by CMRCP.
- A notice was received from Laura Cameron, Assessors Clerical worker who said she resigned from the position.
- The Town received an evaluation on the Town Hall structural issues. Helen will be contacting the representative to do the next step of this evaluation.
- The naming of the bridge is in the works.
- The tootsie roll drive will be held on October 6, 2007.
- The intersection bridgework will begin on September 19, 2007. Mass Highway still states that this project is on target, but that may be changing soon.
- The MAAA regional lunch meeting dates are available for those interested.
- The First Annual Pumpkin Party will be held on October 28, 2007 from 6:00 – 8:00 pm.

MINUTES:

- **The September 4, 2007 minutes will be held.**
- **The September 10, 2007 minutes will be held.**

- **On a motion made by Karin Furno and seconded Charlie Poulin, the Board of Selectmen voted unanimously to sign the warrants.**

GOOD & WELFARE: None

EXECUTIVE SECRETARY REPORT:

Ornaments:

The Senior Center is collecting Christmas tree ornaments.

Board of Selectmen Meeting:

The Board of Selectmen will be meeting at the Senior Center on Monday, November 19, 2007.

Overcrowded school buses:

The superintendent will be addressing the overcrowding of the High School and Middle School buses.

Special Town Meeting:

On a motion made by Karin Furno and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to open the Warrant and will hold the Special Town Meeting on December 3, 2007 at 7:00 pm at the Elementary School.

Senior Center Wall Partition:

On a motion made by Karin Furno and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to award the Senior Center Wall Partitions bid to Pappas in the amount of \$17,900.

OLD BUSINESS:

Landfill:

Thank you to Jennifer Callahan for sending a representative to our meeting. The representatives have come through and there is sand on the site.

Complaint about Assistant Assessor:

Selectman Furno wanted it noted that she is in receipt of a Memo from the Board of Assessors responding to the recent complaint. Selectman Furno would like to have Town Counsel review this. Diane McCutcheon recused herself from this matter. The Board does not have a quorum to vote on the issue but neither of the two members had a problem with sending to legal. Executive Secretary will follow up with the Liaison on how she would like to proceed.

NEW BUSINESS:

Resignation from the Library:

Heather Huntington is resigning from her position.

Essay Contest:

Chairperson McCutcheon and Helen Coffin will be meeting with the sixth grade class about an essay project.

Marc's Garage:

The Board of Selectmen received an update from the Board of Health about Marc's Garage. They were given 30 days to comply and September 14, 2007 was the deadline.

Cable Access:

A memo was sent to the cable committee and the Board of Selectmen is looking for a response in regards to the purchase of equipment and humming sounds.

NIMS Training:

All required employees are completing the NIMS training.

Request for Legal Services:

On a motion made by Charlie Poulin and seconded by Karin Furno, the Board of Selectmen voted unanimously to authorize the request for legal services by the Board of Health.

GOOD & WELFARE: None

On a motion made by Charlie Poulin and seconded Karin Furno, the Board of Selectmen voted unanimously to adjourn the meeting at 9:30 pm.

Respectfully Submitted,

Amu Sutherland

Diane McCutcheon, Chairperson

Charlie Poulin, Selectman

Karin Furno, Selectman

APPROVED AND SIGNED 10/1/07