

**TOWN OF MILLVILLE
BOARD OF SELECTMEN
Minutes of October 15, 2007**

Board Members Present: Chairperson Diane McCutcheon, Vice Chairman Paul Savage, Tom Petrowicz and Charlie Poulin

Board Members Absent: Karin Furno

Others Present: Executive Secretary Helen Coffin

Chairperson McCutcheon called the meeting to order at 6:00 p.m.

ALL TOWN GOVERNMENT MEETING

Public Safety Departments

Police Department:

Chief Landry presented the report.

- The future plan is to hire more experienced men to add stability to the force.
- Another goal is to increase training of staff.
- The department will continue to seek and apply for grants.
- The computer system and server is being updated.
- The floor and heating system will need to be replaced. The long-term goal is to replace the windows.
- The vehicles are in good shape.

Fire Department:

Chief Mullaly presented the report.

- Chief Mullaly reminded residents to clean furnaces.
- Fire prevention week was successful and the SAFE fund allowed the school children to receive coloring books and hats.
- The ladder truck is currently being serviced and will be recertified.
- The Fire Department will be presenting at the Citizens Police Academy in early November.
- The Chief has spent many hours working with the building inspector and the Board of Health assisting with inspections. This is improving the communication between departments.
- The Fire Departments will be playing against the Harlem Rockets on October 26, 2007 at 7:30 pm at the Middle School.
- The EMTs will need to take a refresher classes.
- The Chief continues to feel that a third staff member would be beneficial and would provide better coverage.
- The Fire Department is looking for volunteers.
- Selectmen Petrowicz wanted to know if Chief Mullaly has inquired about training junior staff. Chief Mullaly will pursue this.

Emergency Management:

Mark Renaud presented the report.

- A meeting was currently held between Chief Mullaly and American Red Cross.
- The yearly disaster drills will be taking place on October 25, 2007. This will provide great training to the Town of Millville.
- The Town of Millville is currently working collaboratively with Blackstone to regionalize and assist both communities in time of need.
- Volunteers are scarce.
- The computers are 90% up and running. John Bacon has been working hard to assist.
- The department is currently working on two grants, one for \$1,800 and another for \$2,800.
- The staff is almost completely trained in NIMS. They will work on a plan for compliance by January 2008.

Highway Department:

John Dean presented the report.

- The mutual aid agreement was presented.
- Chestnut Hill Road needs to be reclaimed and under Chapter 90. Orchard, Milk and Depraitre will be included on the list.
- A fence and gate were purchased for \$1,700. This must be put in before winter.
- The remaining grant money for \$122,000 was received for Lincoln St.

Tree Warden:

Tom Petrowicz presented the report.

- National Grid has allocated \$600.00 for tree replacement to protect the grid. There are some problems with the ash trees.
- Tom Petrowicz would like someone else to take this position. The compensation for this must be increased if the town wants to get a viable person.

Animal Control:

Gary Fagan presented the report.

- There continues to be issues with unwanted cats around the Hope St. area. The old building has become a breeding ground of cats.
- The current budget has been \$500.00 over budget for vehicle repair.

Finance Departments

Finance Committee:

There was not a member from the Finance Committee present.

Treasurer/Collector:

Lisa Larue presented the report.

- Treasurer, Lisa Larue has collected 98% of Real Estate Taxes and 98% Property Taxes.
- A list of delinquent taxpayers has been provided to departments and commissions who have permitting and licensing authority.
- The treasurer will be attending payroll seminars.
- The Cafeteria Plan has been set up for employees.

Town Accountant:

Marilyn Mathieu presented the report.

- There is a decline of Motor Vehicle Excise taxes and this is negatively affecting the town.
- The town must continue to be conservative for 2009 and must plan now.
- The town has \$190,000 in reserve and stabilization; free cash is \$230,000.
- The audit is complete and will be presented in January and February to the Board of Selectmen and the Finance Committee.
- The town continues to be on track.

Capital Planning:

Chuck Auget presented the report.

- There is currently \$75,000 available.
- The executive secretary provided an updated list, which shows where the Capital Planning money was spent.

Boards/Inspectors

Board of Health:

Tom Houle presented the report.

- The department has recently received a resignation from their secretary. This position will be posted.
- A new recycling shed was purchased for fluorescent light fixtures.
- The Board of Health has started to pick up large items in collaboration with the Town of Blackstone.
- There were 65 Inspections, 13 septic permits, 10 permits, 57 dump stickers, 16 quarantine orders, and two well water tests.
- The price for recycling has declined. The department is looking to reduce the dump stickers over the next year.

Board of Assessors:

JenniferWing Dean provided the report.

- She explained that the Department of Revenues process has become more lengthy than last year.
- The town maps have been updated.
- The GPS is up and running.

Planning Board:

Jim Hull presented the report.

- The Open Space Residential Bylaw under a \$4,500 Smart Growth Grant is ready for presentation at Town Meeting.
- The 2006 Special Town Meeting passed a bylaw that addressed the Lot Shape Control and Sign regulations.
- The board has worked to review the Use of Accessory and In-Law apartments.
- The new part time planner Joseph Laydon was selected.
- The Planning Board continues to monitor the construction progress as Carriage Estates I and II, Phase II of Afonso Estates and the two-lot subdivision Chestnut Heights.
- The delegate for CMRPC is Mary Lou Anderson.

Zoning Board:

Paul Savage presented the report.

- This board continues to work closely with the building inspector. The board was involved with the 40 B project. The board has had 6 hearings over the last year.

Building Inspector:

Mike Giampetro presented the report.

- Building Inspector, Mike Giampetro is looking into creating a building department, which would involve keeping all files from the electrical and plumbing inspectors in one central location. Secretarial help will be needed. This person could assist with five hours a week. The secretary would assist applicants by obtaining the proper paperwork and sign-offs, which are needed from various boards.
- The regulations for Multi-Family code will be changing this January.
- New house developments have slowed down.
- This year additions and decks have increased.

Electrical Inspector:

Romeo Ethier presented the report.

- He has supplied monthly reports to the Board of Selectmen.
- There are 42 permits to date.
- Some of the wiring for cable is not up to code and possible wants to require permits for this. There will be a permit fee for this. Mr. Ethier is researching this for the future.

Committees and Commissions

Cable Access Committee:

Jennifer Dean-Wing presented the report.

- The Committee has received specs for the new equipment.
- The Committee goal is to make sure that it lasts 15-20 years.

- Looking to update the equipment in the dispatch area.
- The goal is to have an editing piece of equipment and transferring the VCR to DVD's.
- Another goal is to have a possible operations class for training.

By-Law Committee:

- The By-Law Committee presented a written report to the Board of Selectmen.

Senior Center Building Committee:

John McNamara presented the report on behalf of the Committee.

- The room dividing will be completed soon.
- The landscaping for the slope in the back has been completed with junipers and wood chips to avoid erosion; woodchips were donated.
- The labor for planting of these plants was by the convicts. Thank you to Guy Glodis for seeing that this takes place.
- Thank you to the Mercure Family for the connection to the labor provided and donations of the plants to this site. The Mercure family was there everyday.
- The parking lot extension will be done by November 1, 2007. This will provide eight additional spaces.
- The porch is the next project, which will be undertaken by an eagle scout.

Parks and Recreation Commission:

Jennifer Dean-Wing presented the report.

- The big project is to get irrigation system for the school.
- The backfield gets wet and the children are not able to use the whole field. The commission is trying to get some drainage up at the fields.
- There is regular field maintenance by Chris McNamara and Bill Leclaire.
- The playground did get more mulch.
- The biggest problem is the portable equipment at the playground area.

Historical Commission:

Janet Davis presented the report.

- Janet Davis is the newest member of the Historical Commission.
- There are plans to restore the Udor Tower. Some grant money is needed about \$13,000. The Commission is looking to get this on the endangered list. A meeting is scheduled with Mark Anderson to tie this in with the completion of the bridge project.
- The Banigan City area is a project still in the works.
- The Commission continues to work with Heritage Landscape Inventory and will address the recommendations.
- The Historical Commission is requesting to have the Banigan City Site and the Senior Center sites as separate parcels and maintain their own identity.

Conservation Commission:

Joanne Mulvey presented the report.

- The Chairman informed all that there is one vacancy on the board.
- The Commission has implemented a third party consultant this current year.
- There was a successful town Clean-up Day.
- Millville was targeted as a site that needed the Japanese Stiltgrass to be eradicated. This was done for free.
- The Department of Forestry will be cleaning up the lock area.
- The next meeting is October 24, 2007.

Citizen Services/Councils

Town Clerk:

Town Clerk provided a written report but was not present.

- The annual Town census is complete.
- Election was held and completed with no problems.
- Next year will be four elections.
- There could be ten ballot questions.
- Dog licenses have improved this year. The fine is \$50.00.
- Vital records are maintained by standards and will be asking for more funds.

Library/Library Trustees:

Librarian, Lisa Cheever, presented the report.

- The librarian feels that there have been 70 family events planned. A list of the events was reviewed. All of the projects are free.
- Searching for ways to fund the events.
- The summer reading program was successful. There were 30 students that took part.
- Mark Morton has provided help with the wireless service.
- MES helps greatly with advertising the programs.
- There are young student helpers.

Veterans Agent:

No representative was present.

Council on Aging/Senior Center:

Carol Smith provided a written report but was not present.

- Policies and procedures were created.
- Started a weekly pitch league.
- A review of the programs offered was reviewed.
- Goal is to show movies and have a dance night.
- Flu vaccination is being set up.

Cultural Council:

Helen Coffin presented the report.

- Today was the deadline for grant applications.
- The goal is to finish expending the money from the previous grant monies.

- Always looking for more members.
- The next meeting is November 7, 2007.

Trustees of Soldiers Memorial Park:

There was no representative present.

ANNOUNCEMENTS:

- Suggestion boxes for naming the Bridge have been placed around town. Please submit an idea.
- The 6th grade Essay Contest is happening and the deadline is coming.
- Selectman Furno will be available on Wed. Oct 17, 2007 at the Town Hall.
- The BOS will hold the annual town meeting on December 3, 2007 at the MES School.
- The Pumpkin Party will be Sunday October 28, 2007 at 6:00 p.m.
- There continue to be vacancies on various boards.

MINUTES:

- **On a motion made by Paul Savage and seconded Charlie Poulin, the Board of Selectmen voted unanimously to accept the regular meeting minutes from October 1, 2007.**
- **On a motion made by Paul Savage and seconded Charlie Poulin, the Board of Selectmen voted unanimously to accept the workshop meeting minutes from October 1, 2007.**

GOOD & WELFARE:

Susan McNamara, Assessor:

Susan McNamara spoke to the Assistant Attorney General from Springfield in regards to her questions about the bylaws. It was conveyed to her that all bylaws must be passed and changed at town meeting.

The Executive Secretary clarified that the Board of Selectmen never stated that they could change any bylaws. The Board of Selectmen discussed that they could change policies and regulations. Chairperson McCutcheon explained further that the Board of Selectmen agrees that regulations and policies can be changed, but bylaws cannot. Ms. McNamara wanted a copy of the two legal opinions that were given to the Board of Selectmen.

Susan McNamara wanted to know who authorized Gary Brackett, Karin Furno, Helen Coffin, to pressure the Chairman, Judy Sambor to look into terminating her over the Gaetz matter? She also wanted to know who authorized the filing of a complaint with ethics?

Selectman Savage stated that nobody has ever discussed pressuring anyone to look into terminating anyone.

Chairperson McCutcheon responded that there has been no talk about terminating Ms. McNamara. The Chairperson further explained that anyone is able to file a complaint with ethics and, in fact, many boards have used ethics to answer questions and concerns, but ethics protects the person who has filed the complaint. Chairperson McCutcheon takes offense to the suggestion that the Board of Selectmen would put pressure on anyone about firing an employee.

Selectman Savage responded that Selectman Furno was appointed as the liaison at the request of the Board of Assessors since a complaint was filed against Ms. McNamara in regards to the Gaetz issue. Selectman Furno felt that setting up a meeting with all parties including legal counsel was prudent due to the nature of the complaint.

The Board of Selectmen gave Selectman Furno authority to set up the meeting with all parties.

CORRESPONDENCE:

- There was a letter received from Tata & Howard about the landfill.
- There is a public hearing on Monday October 22, 2007 at 7:30 pm. on the street acceptance.
- There is a listening tour from 9:30 – 11:30 Friday October 19, 2007 in Webster.
- A letter came from the regional school committee that is holding a meeting about assessments.
- The Worcester Regional Retirement System will hold a meeting for all interested.
- The dispatch contracts are up for renewal.
- Chief Mullaly indicated Mansfield Pond is at emergency level. The town may want to declare a state of emergency. Mark Renaud will follow-up on this.
- Board of Health is working with Mr. Peter Labonte about getting water.
- Flood Plan Management procedures are being followed.
- The license for Mark's Garage is being recommended to be revoked. The issues have not been resolved. The Board of Selectmen will investigate this further.
- Letter from the Attorney for the easement on Lincoln St. The board must address the existing conditions. Selectman Poulin will contact John Dean about the outstanding issues. Conservation Commission had consultant Natural Resources provide a report about the issues on the site.

Fisher St:

- Selectman Savage wants John Dean to address the issues on Fisher St.
- There will be a meeting on Wednesday, October 24th for the athletic fields.

FY09 budget:

- Millville will be paying 28.86%. The enrollment for the grades was provided.

EXECUTIVE SECRETARY REPORT:

Parking on Central St.:

- Chief Landry will be meeting with the pastor and will give an update on the parking on Central St.

Resignations/Appointments

- On a motion made by Paul Savage and seconded by Tom Petrowicz, the Board of Selectmen voted **unanimously** to appoint Deborah DiCecco to the Library Trustees position through April 7, 2008
- On a motion made by Paul Savage, and seconded by Tom Petrowicz, the Board of Selectmen voted **unanimously** to appoint Joseph Laydon, as the new Town Planner through June 30, 2008.
- A letter of resignation came from Board of Health secretary, Laura Cameron.
- Andrew Obuchowski resigned as Sergeant to the Police Department.

Senior Center Formula Grant:

- On a motion made by Paul Savage, and seconded by Tom Petrowicz, the Board of Selectmen voted **unanimously** to allow the Chairperson authority to sign this grant application for \$3,300.

Legal Services:

- On a motion made by Paul Savage and seconded by, Tom Petrowicz, the Board of Selectmen voted **unanimously** to allow Board of Health to consult with legal counsel.

Close the Warrant:

- On a motion made by Paul Savage, and seconded by Tom Petrowicz, the Board of Selectmen voted **unanimously** to close the warrant.

The Executive Secretary wanted to address a situation that is not part of her report. She asked the Chairperson if she could address the issue. The Chairperson allowed the Executive Secretary to voice her concern.

The Executive Secretary stated that on two occasions and most specifically this evening, Ms. McNamara has made false allegations against her. She further explained that the Board of Selectmen asked her to schedule a meeting with the Board of Assessors, Gary Brackett, and Karin Furno that is scheduled for Wednesday evening. The Executive Secretary is frustrated that she cannot do her job when things are being fabricated and false accusations are being made. She wants to know what the Board of Selectmen is going to do about this situation.

The Chairperson chose to step down from the discussion.

The Vice Chairman took over and stated that the Board of Selectmen needs to address these issues with the Board of Assessors. Selectmen Savage hopes that the liaison will follow up with this. The liaison has the right to use legal counsel if she feels it is needed. At a Board of Selectmen meeting, all were in agreement that she could use legal counsel. The Executive Secretary clarified that there was no vote taken; there were only two members present, and Selectman Savage stated that the Executive Secretary was asked to make an executive decision on behalf of the Board of Selectmen.

Selectman Petrowicz feels that by providing a liaison is offering an extra person to any board to assist with communication and providing information back to the Board of Selectmen. He feels that there are some agenda driven issues. He doesn't want or like this. He feels that if someone has issues they should call ethics and air your concerns and use the resources that the State offers. He does not want anyone accused or harassed. Selectman Savage further explained that there is no witch-hunt and the Board of Selectmen is validating departments.

The Executive Secretary stated that over the last 18 months, she has had requests to send copies of documentation to ethics, and this is exactly what has been requested and done but she did not notify ethics about this situation.

The discussion was turned back over to the Chair.

OLD BUSINESS

Town Hall Structural Report:

- There were recommendations made to address the structural problems with the town hall.

Landfill:

- The clean-up work has been done. The conservation commission is addressing the wetland issues.

Bridge:

- Helen spoke with Mike Hartnett about the gateway and he stated this was not included on the original design plan. He feels that this is not a usable area. Mike is open for discussion. This request must be put in writing. The handrail gate system will need to be addressed. The Chairman would like to set a meeting with Mike Hartnett and Margaret Carroll.
- A letter came from Senator more about his disappointment about the slowness of the bridge project and the work by the contractors. Senator Moore wants periodic reports.

Business Retention Grant:

- A meeting was held with Mark Anderson and the designs will be coming. There will be a meeting scheduled with National Grid. Heritage Design is working on the signage. There is a meeting scheduled for Nov. 5, 2007 at 5:00 pm.

MES Water:

- The water samples continue to be in compliance. A solution to the tint in the water would be to remove the look of the iron in the water. This requires adding a third canister. This will treat the color issue.

Community Opportunity Group:

- A meeting was held with Beverly of Community Opportunities Group. Their last day is November 15, 2007. There will be office space and computer space available.
- There is not a housing authority person in place. There are some responsibilities with managing the housing loan paperwork. There are responsibilities with the 40 B project. The Town of Millville will need to look into having someone manage this.

Lynch Property:

- The report is still not completed.

Accountant Letter:

- **On a motion made by Paul Savage, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to sign the accountant letter for Marilyn Mathieu.**

Warrants:

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

Athletic Meeting:

- There will be an athletic field meeting on the October 24, 2007 at 6:30 pm at the Hartnett Middle School.

Town Property:

- Selectman Poulin wanted to know why the dumpster and stuff have not been removed from Main Street. The Board of Health must follow-up with this also. The Board of Selectmen wants this removed by the end of the month, October 31, 2007. A letter will be sent.

NEW BUSINESS:

Personal Vehicle Use:

The town was informed that the Assistant Animal Control Officer used the town vehicle for personal use. The Chairperson wants to set up a meeting with this person to address the issue. The employee was dropping off the kittens in Hopkinton and then went to another job with the town vehicle. A meeting will be set up to address this matter.

GOOD & WELFARE:

None

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

Respectfully Submitted,

Amy Sutherland

Diane McCutcheon
Chairperson

Paul Savage
Vice Chairman

Tom Petrowicz
Selectman

Charles Poulin
Selectman

APPROVED AND SIGNED 11/5/07