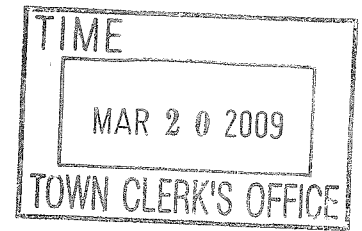


BOARD OF SELECTMEN

MINUTES OF MEETING

**FEBRUARY 18, 2009
7:00 P.M.**



Board Members Present: Vice Ch Tom Petrowicz, Charlie Poulin, Jackie Lima and John Laura

Board Members Absent: Chairman Paul Savage

Others Present: Executive Secretary Helen Coffin and Assistant Assessor Susan McNamara

The meeting commences at 7:00 p.m. at the Millville Town Hall. The meeting is held at the request of Selectman Lima to address the business hours of the Town Hall.

Selectman Lima feels the Town Hall should remain open every day (Mon-Thurs) until 4:00pm and every Wednesday evening from 6:00-8:00pm so that residents can receive good customer service. Staff should always be available to receive tax payments and write dog licenses. Mrs. Lima agrees that staff members should not be alone in the Town Hall while it is open for business but feels there needs to be flexibility in the building to have 2 staff members present at all times, without taking into account the Executive Secretary. She does not feel the Executive Secretary should be considered part of this and removes the position from her proposal, which is as follows:

Lisa Larue would work the same hours she does now. Susan McNamara would work 9:00-4:00. Laura Cameron would ideally work 9:00-4:00, but 9:00-3:00 if necessary due to budget limits. Susan Winstanley and Mary Baca would cross-train as much as possible and work new hours – one would work 9:00-12:30 and the other 12:30-4:00. They would rotate Wed. evenings and each could pick up three hours of cleaning work. Joyce McClelland could be used to fill in.

A second proposal to include 2 full-day shifts.

Lengthy discussion follows concerning various concerns and potential problems with this proposal. Various other proposals are outlined and further discussed, such as more staff appointed to collect taxes, moving the Assessors office, combining 2 part-time positions into one position, and other various ideas. Brief discussion follows concerning the hours of the Assistant Assessor and Assessors Office. Brief discussion follows concerning the hours of the Treasurer. The Executive Secretary explains the reasoning for closing the Town Hall at 2:00 if she or Lisa is alone is the Business Office. The hours between 2:00-4:00pm are not busy times.

Mr. Petrowicz does not feel he can possibly make any decisions on the matter this evening without giving it more thought and discussion with the staff members who are not present at the meeting. The Executive Secretary will review the options discussed, meet with the staff to discuss the ideas and brainstorm, and return to the Board no later than March 16th.

Motion by Lima, second by Laura, to adjourn the meeting at 7:50p.m. Motion passes by unanimous vote.

Respectfully submitted,
Helen M. Coffin

Thomas Petrowicz

Jackie Lima
Jackie Lima

Charles G. Poulin
Charles Poulin

John Laura
John Laura