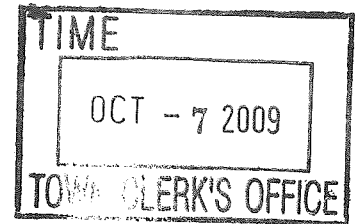


**TOWN OF MILLVILLE
BOARD OF SELECTMEN
MINUTES OF MEETING**

SEPTEMBER 21, 2009

6:15 P.M.



Board Members Present: Chairperson Jackie Lima, Vice Chairman Tom Petrowicz, Secretary Charlie Poulin, Selectmen John Laura and Roland Barrett

Others Present: Executive Secretary Helen Coffin; Town Accountant Marilyn Mathieu, Treasurer Lisa Larue and Board of Assessor Member Betsy Cournoyer

The Meeting is opened at 6:15 p.m. at the Millville Town Hall.

The Board meets to discuss recent issues with respect to the Assessors Office. Chairperson Lima feels a Board to Board meeting was appropriate but there is not a quorum of Assessors present. Chairperson Lima reviews her list of topic items and asks Board of Assessor Member Betsy Cournoyer to comment and/or provide a status update.

Ms. Cournoyer indicates that Mayflower will be in Town next week to conduct inspections for the 2007 and 2008 building permits. There are approximately 148. It is not clear how many there are for 2009. She estimates it will take two weeks for the inspections and also recommends that Mayflower key the data entry as well. It is getting late in the year and this information must be updated as soon as possible.

In response to a question asked by the Chair regarding access to the Assessors office, Ms. Cournoyer indicates that it was made very clear by the Board of Selectmen that the previous employee was not to enter the office. She feels this directive was dismissed at times by the other two Board members. She is not aware of the situation involving the pass codes but indicates that Patriot does have a generic pass code of which most assessors are aware.

Ms. Cournoyer feels there must be a policy in place with respect to inspections. There is currently no system in place to track them appropriately. In the Board of Assessors Meetings that she has attended, the Board of Assessors has never addressed this issue. Selectman Petrowicz suggests reviewing the policies in Bellingham and perhaps adopting them, or something similar.

Chairman Lima feels that the inspectors should first look at the building permits which would have the biggest financial impact. The Executive Secretary should ask Marcia to go through the Building Permits and separate them into different piles.

Town Accountant Marilyn Mathieu believes these inspections must be wrapped up by the end of October-first week of November so that information can be sent to the DOR in a timely fashion.

Ms. Cournoyer suggests running current vs. previous reports to compare the values. She feels formal and drastic changes must be made in the Assessors Office. She does not feel her professional knowledge is being utilized to the best potential.

Ms. Cournoyer explains the recent situation in connection with the senior exemptions. Treasurer Lisa Larue comments on the use of the coupons by the Assessors. It is suggested that the exemption application forms be mailed out if not done yet.

Motion by Barrett, second by Petrowicz, to instruct the Treasurer not to honor the coupons issued by the Board of Assessors, and to not reduce the taxes of individuals until they have applied for and qualified for the exemption. Motion passes by unanimous vote.

Discussion follows concerning the recent interviews of candidates for the Assessor Clerical position. Selectman Laura is frustrated with the two members of Board of Assessors present at the interviews, Dean-Wing and DiLorenzo. He feels they were disrespectful and did not follow the directive of the Board of Selectmen. The Executive Secretary advised the Board of Assessors that this was not an Assistant Assessor position as the statute references. It does not appear that Personnel Policy and Procedure was followed by the Board of Assessors with respect to reference checks and an offer letter.

Motion by Petrowicz, second by Laura, to schedule an Executive Session with the two members of the Board of Assessors who were present at the interviews to discuss behavior and to consider discipline and dismissal pursuant to MGL c39 section 23B paragraph 3. Motion passes by unanimous vote.

The Executive Session meeting will be scheduled for Wednesday, September 30, 2009 at 7:00 p.m.. The Executive Secretary will determine whether this must be one meeting or two and will send out necessary letters.

Motion by Poulin, second by Laura, to take a 15-minute recess in order to reconvene at the Library for the regular meeting. Motion passes by unanimous vote.

Respectfully submitted,

Helen M. Coffin



Jackie M. Lima



Charles G. Poulin



Roland P. Barrett



Thomas J. Petrowicz



John Laura