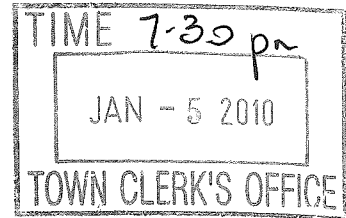


TOWN OF MILLVILLE  
BOARD OF SELECTMEN

MINUTES OF MEETING

December 21, 2009 - 7:00 p.m.



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

**Others Present:** Executive Secretary Helen Coffin

The meeting is called to order at 7:00 p.m. at the Millville Town Hall.

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**Cable Committee**

Jennifer Dean-Wing and Timothy Labonte provide an update on the office space for the Cable Committee and the purchase of equipment. The Committee has decided on space in the Assessors Office and would like approval from the Board of Selectmen to move forward and get prices from contractors for the necessary work to be done. Once the space is built-out the equipment will be ordered; until such time the office space is complete, the Police Clerk will enter information on the cable access channel and play dvd's during the day. Discussion follows regarding a stipend for the position. The Executive Secretary will check with Chief Landry for feedback regarding the additional work before a stipend will be approved. *Matter tabled.*

*Motion by Barrett, second by Laura, to allow the Cable Committee to pursue getting prices from contractors for the work to be done in the existing Assessors Office space as shown on a draft sketch, including installation of air conditioning and securing above the walls in the entire Assessors Office area as well as securing the customer service window. Motion passes by unanimous vote.*

**ANNOUCEMENTS**

The Town Clerk's office will be closed Wednesday evening and all Town Hall offices will be closed Thursday.

**MINUTES**

**November 4, 2009**

*On a motion by Petrowicz and second by Poulin, the Board votes unanimously to approve and sign the Minutes of November 4, 2009. (Laura and Lima abstain)*

**November 17, 2009**

*On a motion by Laura and second by Petrowicz, the Board votes unanimously to approve and sign the Minutes of November 17, 2009. (Barrett and Poulin abstain)*

**December 3, 2009**

*On a motion by Poulin and second by Laura, the Board votes unanimously to approve and sign the Minutes of December 3, 2009. (Petrowicz abstains)*

**December 7, 2009**

*On a motion by Poulin and second by Laura, the Board votes unanimously to approve and sign the Minutes of December 7, 2009. (Petrowicz and Barrett abstain)*

**December 9, 2009**

*On a motion by Poulin and second by Laura, the Board votes unanimously to approve and sign the Minutes of December 9, 2009. (Petrowicz abstains)*

**December 14, 2009**

*On a motion by Poulin and second by Barrett, the Board votes unanimously to approve and sign the Minutes of December 14, 2009. (Petrowicz abstains)*

**WARRANTS**

*On a motion by Petrowicz and second by Laura, the Board votes unanimously to approve and sign the Warrants as presented.*

**PUBLIC FORUM**

**John Dean.** Provides a report on the recent snow storm. He believes we will be going over on the Snow and Ice Budget.

**Adam Menard.** Questions if the tax rate was set and the outcome of the property inspections conducted by Mayflower. Chairperson Lima advises the tax rate was certified at \$11.79 with no shift and that the inspections completed resulted in \$2.6 million in new growth with approximately \$26,000 in revenue.

**Overspend Snow and Ice Budget.**

*On a motion by Petrowicz and second by Laura, the Board votes unanimously to approve overspending the Snow and Ice Budget.*

**APPOINTMENTS/RESIGNATIONS** None

**CORRESPONDENCE**

Correspondence was received from the Department of Revenue that John Laura has completed the Tax Classification workshop.

Correspondence was received from the Department of Revenue that the Town's tax rate was certified at \$11.79 with no shift – one set tax rate.

Correspondence was received from National Grid regarding a pole installation on Lincoln Street.

Correspondence was received from Mass Municipal Association regarding the annual business meeting. The Chairperson will attend and vote on behalf of the Board.

### **EXECUTIVE SECRETARY REPORT**

**Municipal Hearing Officer.** There was a fire code violation written to a business. Since the Town did not approve the Municipal Hearing Officer position for FY10 the Town can no longer write these types of violations. It is the recommendation of Town Counsel to appoint a temporary MHO from the date the violation was written to the date it was paid.

*On a motion by Petrowicz and second by Laura, the Board votes unanimously to appoint Helen Coffin as Municipal Hearing Officer from November 12, 2009 to December 8, 2009.*

**Tax Bill Mailing Extension.** The Department of Revenue has issued a Bulletin indicating new legislations in which 30-day mailing extensions will be allowed to those towns who accept the legislation. The Executive Secretary recommends the Board accept the legislation as a protection to the Town. However, as of this time, the Town appears to be on time and on track with mailing out the bills.

*On a motion by Petrowicz and second by Poulin, the Board votes unanimously to accept the legislation to extend the tax bill mailing deadline to January 30, 2010 if necessary.*

**Ethics Commission Municipal Liaison.** Information is reviewed from the Town Clerk and Town Counsel regarding the Board's appointment of a Municipal Liaison to the State Ethics Commission.

*On a motion by Poulin and second by Laura, the Board votes unanimously to appoint Helen Coffin as the Municipal Liaison to the State Ethics Commission for the Town of Millville.*

**90 Chestnut Hill Road.** The owner of the property would like to know if the Town is interested in purchasing the land. The Board reviews the map and property location. The members agree this would not be a benefit to the Town at this time.

*On a motion by Barrett and second by Laura, the Board votes unanimously to authorize the Executive Secretary to send a letter of appreciation to the owner for the opportunity but that the Town is not interested at this time.*

**Fire Truck.** Schedule a meeting with the Fire Chief to review his recommendations for the fire truck negotiations for January 4, 2010 at 6:30.

**January 19<sup>th</sup> Meeting.** The Executive Secretary advises that the state election is the same day at the BOS Meeting...would the Board like to change the meeting? The Board agrees to keep the meeting as posted.

**Pole Hearing.** Information was received from National Grid for a pole location on Lincoln Street. The Board agrees to hold the Public Hearing at the February 1, 2010 Meeting.

### **LIAISON REPORTS/UPDATES**

**Board of Assessors.** Selectman Laura provides an update...the Board of Assessors is meeting tomorrow night. He has received interest from a resident, Karin Furno, to be appointed to the Board of Assessors. Mrs. Furno understands she has to complete the Assessing Class 101 within one year.

*On a motion by Petrowicz and second by Poulin, the Board votes unanimously to appoint Karin Furno to the Board of Assessors through June 30, 2011. (Laura abstains)*

Petrowicz questions the status of the coupons which the previous Board of Assessors had issued. There may be some issues but it depends on the approval of the exemptions. The Board will know more after they meet to review them. The issuance of the coupons is not recognized by the Department of Revenue and is not common practice...it was only done this one year. It is not something that should be done again.

Laura indicates that he does not wish to address the appointment of Jim Ryan at this time. For now he would like the matter dormant. Chairperson Lima feels that if the resident is interested in serving he should submit a letter of interest to the Board.

**MES Water.** Petrowicz provides a brief update as to the status on the MES water issues. The Board has recently received the proposal from Northeast Water regarding the alternatives available with respect to the water tank. The Board would like to meet with Bob Ferrari, Capital Planning, Finance Committee and the School Committee at 6:00 p.m. on February 11<sup>th</sup> to review this in more detail. Executive Secretary will inform all parties.

**H1N1 Vaccines.** Chairperson Lima informs all of the next dates for the town-sponsored H1N1 vaccines.

### **OLD BUSINESS/UPDATES**

**Fisher Street Kennel Order.** The Board reviews the final version of the Kennel Order as voted on at the November 17, 2009 Public Hearing.

*On a motion by Laura and second by Petrowicz the Board votes unanimously to sign the Fisher Street/Shuras Kennel Order as voted on by the Board at the November 17, 2009 Public Hearing. (Barrett and Poulin abstain)*

**Assessors Office – Assessment Review.** The Board reviews a draft letter to the Department of Revenue seeking an Assessment Review of the Assessors Office. This was done at the recommendation of the Town Accountant and the letter was reviewed by the Town Accountant and Board of Assessors.

*On a motion by Laura and second by Poulin, the Board votes unanimously to send the letter as written to the Department of Revenue.*

**Planning Board Meeting.** The Board reviews a draft agenda provided by the Planning Board which lists the items they wish to discuss with the Selectmen at the January 11<sup>th</sup> Meeting.

## **NEW BUSINESS**

**Police Department - Policies and Procedures.** The Police Chief submitted Policy #'s 37-42 for the Board's review and comment. These will be addressed at the January 19<sup>th</sup> meeting.

**2010 Class II Licenses.** There are four establishments that Class II licenses in Town. All inspections have been performed and all but one has passed review by the Town's inspectors. Rudy's Service Station, Millville Motors and Uxbridge Auto have all passed inspections. Mark's Garage did not pass the Board of Health inspection.

*On a motion by Laura and second by Petrowicz the Board votes unanimously to approve the Class II Licenses of Rudy's Service Station, Millville Motors and Uxbridge Auto for 2010.*

*On a motion by Petrowicz and second by Laura, the Board votes unanimously to disapprove the Class II License of Mark's Garage until all required inspections are completed and have passed.*

A Memo should be sent to all departments as well as a letter to the owner.

## **FINAL PUBLIC FORUM**

**Basement File Storage Room.** Selectman Laura would like to have all the books in the Assessors back office moved to the basement, however, there is currently no room to fit them. As was discussed at a previous Board of Selectmen meeting, the Executive Secretary indicated there is a great deal of work to be done in the basement storage room in order to make room. She proposed opening the work up to all the Town Hall employees and paying an hourly rate so that it can be done on Fridays or weekends. Discussion follows regarding this type of work getting done during the normal course of business. Some Board members feel this project just needs to get done so that the Cable Committee can move forward. Selectman Laura is asking the Board to approve this work. Chairperson Lima feels this work is something that should be done by the employees during their normal course of business. The Executive Secretary explains that the work to be done is overwhelming and time-consuming...some of the files are confidential. The funding could be paid from the

custodial line item. The new employees must first be trained on what needs to be done before they are asked to do this type of work.

***On a motion by Laura and second by Petrowicz the Board votes by majority to allow the basement file storage room work to be done by the Town Hall employees during off-hours and allow the employees to be paid an hourly rate with the total not to exceed \$1,000. Lima, nay.***

**Assessors Office Inspections.** Adam Menard would like an update on the final cost of the property inspections conducted by Mayflower. Mr. Laura advised that the final invoices have not been received as yet but the Chairman of the Board of Assessors previously advised it would likely be less than \$5,000. However, Chairperson Lima points out that there is more work to be done in the spring with respect to the annual revaluations so there will be more used from that line item. Mr. Menard would like it on record that there were 148 inspections that needed to be done and paid for when another employee had, in fact, already been paid to conduct them. He feels the residents should know about this and is still uneasy as to how this was allowed to happen. He feels the system currently in place is much better than what had been done in the past and feels confident that the Finance Committee and Board of Selectmen made the right decisions during budget season.

**EMT – ALS level.** Chairperson Lima would like to know the status of the ALS certifications of the EMTs. As of this date, none of the EMTs have been certified but are still undergoing the necessary clinical training. Mr. Menard has spoken with the Fire Chief regarding this matter and provides a brief explanation as to his understanding of the matter. Once the EMTs are certified the Town must still wait for Licensure of the ambulance by the state.

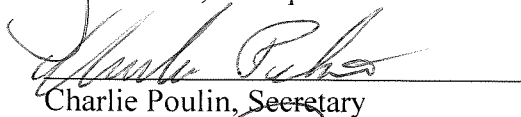
The Board wishes everyone very Happy Holidays...please drive carefully. Thank you to all our Town employees for their work throughout the year. See you all next year!

**ADJOURN**

***On a motion made by Poulin, second by Barrett, the Board votes unanimously to adjourn the Meeting at 9:15 p.m.***

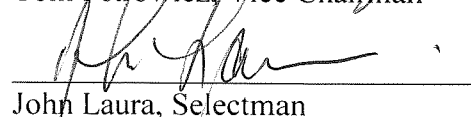
Respectfully Submitted,  
Helen M. Coffin

  
Jackie Lima, Chairperson

  
Charlie Poulin, Secretary

  
Roland Barrett, Selectman

  
Tom Petrowicz, Vice Chairman

  
John Laura, Selectman