

**TOWN OF MILLVILLE
BOARD OF SELECTMEN**

**MINUTES OF MEETING
June 2, 2008 - 6:30 p.m.**

Board Members Present: Chairman Paul Savage, Vice Chairman Tom Petrowicz, Charles Poulin and John Laura.

Others Present: Executive Secretary Helen Coffin, Town Accountant Marilyn Mathieu

Chairman Savage calls the Meeting to order at 6:45 p.m.

The Board meets with the Town Accountant to briefly review her 2007 Performance Evaluation. The Board feels Mrs. Mathieu has done an outstanding job for the Town.

Mrs. Mathieu thanks the Board. She asks if the Board has any questions for her or if any of the new Board members would like any specific guidance from her.

Savage asks that Mrs. Mathieu give a brief explanation of her functions in town.

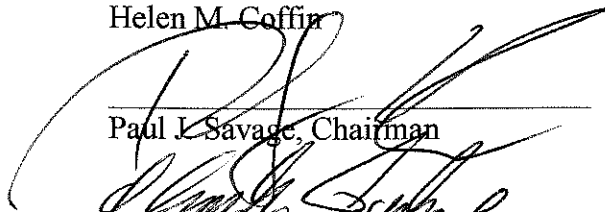
Mrs. Mathieu explains she monitors the budget, updates the BOS on any budgetary issues, keeps the BOS apprised of any changes/updates in financial laws, is responsible for providing the departments with copies their budgets, monitors the town and state revenues, handles the estimates receipts and recapitulation sheet, works with the Treasurer on monthly and quarterly reconciliations, and works with the auditors regarding the yearly audit.

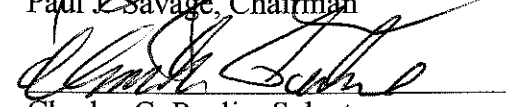
Mrs. Mathieu suggests the Board consider allowing the DOR to hold a "Financial Team Seminar" in Town...this would consist of the BOS, FinCom, Executive Secretary and Departments Heads. This would give employees/officials the opportunity to ask questions regarding the budget process to officials of the Department of Revenue.


The Board will consider this for September.

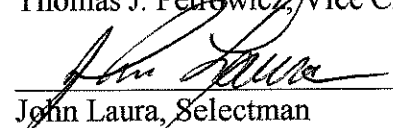
The Board takes a 5-minute break before commencing its Regular Meeting.

Respectfully Submitted,
Helen M. Coffin


Paul J. Savage, Chairman


Charles G. Poulin, Selectman

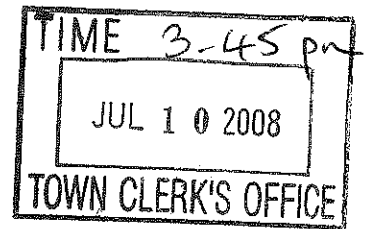

Thomas J. Petrowicz, Vice Chairman


John Laura, Selectman


John M. Laura, Selectman

**TOWN OF MILLVILLE
BOARD OF SELECTMEN**

Minutes of June 2, 2008



Board of Selectmen members in attendance were: Chairman Paul Savage, Vice Chairman Tom Petrowicz and Members Charlie Poulin and John Laura.

Not Present: Jackie Wheeler

The meeting was called to order at 7:00 pm at the Millville Town Hall.

Audit Report:

Town Accountant Marilyn Mathieu presented the 2007 Audit report. The financial statement was read and the town is within compliance with the State and Government standards. The town is managing the records based on the necessary standards. The 2008 audit will start in the fall.

Announcements:

- The Millville Memorial Day parade was successful. Thank you to the committee for their hard work.

Minutes/Warrants:

- The May 19, 2008 minutes will be presented at the next meeting.
- **On a motion made by Tom Petrowicz and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to sign warrants.**

Public Forum:

Resident Chuck Augat, 30 Fisher St.:

Mr. Augat wanted to know what the town has done to resolve the Ambulance Service? The Executive Secretary explained that the details continue to need to be worked out. Mr. Augat believes that the town should be researching grants. The Chairman indicated that the Fire Chief has been researching grants and he may have applied for a grant that could assist with this. The executive secretary responded that the town is so small that many grants do not apply. The Chairman will meet with the Fire Chief and explore if any grants have been sought.

Resident Chuck Singleton, 164 Main St.:

Mr. Singleton presented the Board of Selectmen with a request for public records. Mr. Singleton voiced his feelings about the actions taken by the Town Moderator at the Town Meeting on May 12, 2008. Mr. Singleton felt the vote should have been taken by secret ballot. He was also questioning the two town residents who were

counting the votes. Mr. Singleton would like a response back from the Board of Selectmen in regards to this matter.

Resident Thomas Hite, 46 Esty St.:

He wanted to bring two items to the Board of Selectmen attention:

1. The heating system at the town hall.
2. Wheelchair Ramp.

The Executive Secretary explained her understanding of the heating situation. This will be explored further. The Executive Secretary has already contacted the company who put in the wheelchair ramp to see if they could fix the problem.

Resident Dick Mercure, 35 Afonso Way:

Mr. Mercure communicated his displeasure with the negative comments. He also was upset with the reference which was made by Mr. Singleton about him speaking at the town meeting and then counting the votes. Mr. Mercure noted that the article that he commented on was not the article in question. He hopes people research the correct information before making accusations.

Appointments/Resignations:

- On a motion made by Tom Petrowicz and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to appoint Giovannina Arcudi as part-time dispatcher through June 30, 2008.

Correspondence:

Executive Secretary Report:

Annual Report:

The Chairman discussed setting up guidelines in the future. The Executive Secretary contacted surrounding towns to see what type of procedures they may have in writing regarding the Annual Report and those responses were provided to the Selectmen. Selectman Petrowicz wants to redact certain language in the report written by the Board of Assessors.

- On a motion made by Tom Petrowicz, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to spend \$500.00 to replace up to 80 copies of the Annual Report.

Animal Control Blackstone:

The Executive Secretary received a telephone call from Blackstone Town Administrator Ken Bianchi regarding possibly entering into an agreement for Animal Control. The current Millville Animal Control Officer, Gary Fagan expressed his concerns. He has gone on numerous calls in Blackstone and has asked for assistance and hasn't gotten any cooperation. The initial intent was to help as much as he can, but it is becoming a burden where he is being called on a daily basis.

- On a motion made by Charlie Poulin, and seconded by John Laura, the Board of Selectmen voted unanimously to not allow for any further municipal aid for the Animal Control Position.

The Executive Secretary will follow up with a letter.

Board of Assessors:

Selectmen Laura gave an update. The performance evaluation is being worked on. There was an issue with printing the field cards on both sides. This is currently being worked on. Selectman Laura will remind them about putting their minutes on the town website.

Highway Department Report (reported by Executive Secretary):

1. The trailer at landfill is emptied and the fence was installed
2. The fence on Lincoln St. was installed
3. The street sweepings were removed at an approximate cost of \$2,000.
4. A complaint was received about a snowplow hitting a resident's mailbox. This will be replaced.

Fire Station 2 – Lease Contract:

- On a motion made by Tom Petrowicz, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to approve the contract with the Frost family for Fire Station 2 with an increase of \$100.00 per year.

StormWater Report:

- On a motion made by Tom Petrowicz, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to allow the Executive Secretary sign and submit the Stormwater Report as presented.

Landfill Contract:

A letter was sent from Ron Pong requesting an amendment to the contract for a cost of \$3,000. The deadline is July 31, 2008 and the funds are in the budget this year. The Board of Selectmen discussed having Ron Pong write a breakdown of the scope of services but this would cost more money.

- On a motion made by Tom Petrowicz, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to approve the amendment to the contract not exceeding \$3,000.
- On a motion made by Tom Petrowicz, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to authorize the Chairman to sign the contract.

Budget Transfer Forms:

Highway Department:

- On a motion made by Tom Petrowicz, and seconded by John Laura, the Board of Selectmen voted unanimously to authorize \$1,750.00 to Highway Department General Labor budget.

Senior Center Budget:

- On a motion made by Tom Petrowicz, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to allow a budget transfer of \$2,680.00 for the Senior Center utility expenses.

Town Hall Budget:

- On a motion made by Tom Petrowicz, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to allow a budget transfer of \$3,800.00 for the Town Hall expenses.

Treasurer/Collector:

- On a motion made by Tom Petrowicz, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to allow a budget transfer of \$240.00 for the Treasurer/Collector expenses.

Eagle Scout Project: Banigan City:

- On a motion made by Tom Petrowicz, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to allow the town to bring in fill from the Town of Blackstone, which will be donated for the Banigan City project.

Town Counsel:

The Executive Secretary will set up a date in July with Brackett & Lucas to conduct an evaluation of services. A breakdown of current expenses in regards to legal will also be provided.

2009 Appointments:

The fiscal 2009 appointments will be taking place at the next meeting.

Badges:

The Executive Secretary will be researching other options in regards to the current badge program. This has been costly to the town.

Inventory Tagging:

The Executive Secretary will be providing to all departments an inventory tagging system, which will be put in place.

Old Business:

New Business:

Good & Welfare:

Resident Norman Thuot, 25 Ironstone St.:

Mr. Thuot was inquiring about having an agenda on the town website. The Executive Secretary will make every attempt to do this. It is also a goal to get other departments to post their agendas and minutes. Mr. Thuot was also wondering if the new cable system could shorten the time in between the messages. The cable has changed and the dispatchers are in the process of being trained.

Negotiations:

The Chairman indicated that negotiations are happening with the police and dispatch. Selectman Petrowicz along with Helen Coffin will be part of the discussions. Selectman Laura asked to be a part of the negotiations.

- On a motion made by Tom Petrowicz, and seconded by Charlie Poulin, the Board of Selectmen voted unanimously to appoint John Laura to be a part of the negotiation team regarding discussions with the police and dispatch.
- On a motion made by Tom Petrowicz and seconded by John Laura, the Board of Selectmen voted unanimously to go into executive session to discuss contract negotiations. The Board will return to open session only to adjourn the meeting.

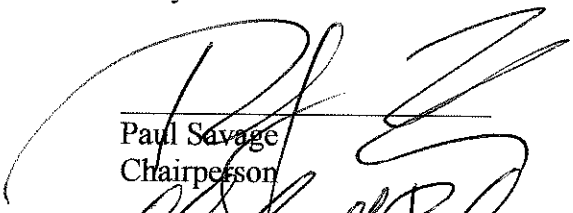
Roll Call Vote:

Charlie Poulin, aye; John Laura, aye; Tom Petrowicz, aye; Paul Savage, aye

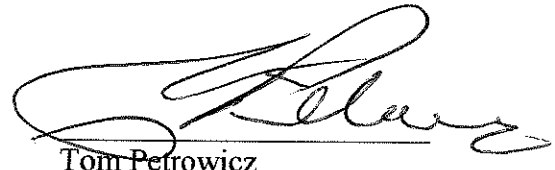
ADJOURN:

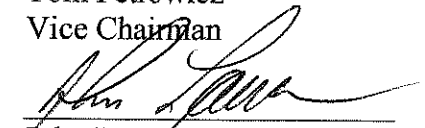
- On a motion made by Charlie Poulin and seconded by Tom Petrowicz, the Board of Selectmen voted unanimously to adjourn the meeting at 10:15pm.

Respectfully Submitted,
Amy Sutherland


Paul Savage
Chairperson


Charlie Poulin
Selectman


Tom Petrowicz
Vice Chairman


John Laura
Selectman