

**MILLVILLE BOARD OF SELECTMEN
MEETING MINUTES
Millville Town Hall
290 Main Street**

January 16, 2018

Board Members Present: Chairman Joseph Rapoza; Vice Chairman Jennifer Dean Wing; Secretary Tom Houle and Selectman Andrew Alward.

Also Present: Town Administrator, Jennifer Callahan

The Chairman opened the meeting at 7:00 p.m.

The Board of Selectmen observed a moment of silence for Phil Walsh.

Minutes

December 13, 2017:

On a motion made by Jennifer Wing Dean and seconded by Tom Houle, the Board voted unanimously to accept the minutes from December 13, 2017.

December 18, 2017:

On a motion made by Jennifer Wing Dean and seconded by Tom Houle, the Board voted unanimously to accept the minutes from December 18, 2017. (Member Alward abstained)

January 2, 2018:

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board voted unanimously to accept the minutes from January 2, 2018.

Department/Board:

Treasurer Collector:

Tax Title Initiative:

The Board was made aware that the town is working aggressively on tax collections. A memo of properties in tax title were provided. The town is no longer allowing payment plans. Last fiscal year we had taken in \$63,000 in uncollected tax money. This year we have collected \$89,000 in uncollected money. The town is making progress.

Council on Aging:

Appointment of Lori Legere

On a motion made by Tom Houle and seconded by Jennifer Dean Wing, the Board voted unanimously to appoint Lori Legere to the Council on Aging.

Public Forum/Citizen Comments:

Resident, Jackie Lima, 33 Allard Court:

Ms. Lima was present to speak as Chairman of the Cultural Council. She expressed her frustration with the new accounting firm and ability to submit required paperwork to receive the funding needed for the Cultural Council.

The Town Administrator explained that there had been an update to the email system and she explained the Town's Finance Director has been working with the State since the previous year's submitted numbers needed to be clarified. The Town is not able to hold unexpended funding from previous years with such formula grants. This is being addressed at the State level. The Town Administrator is aware of the issue and knows the Finance Director is well informed about the problem. He has already outreached to the Mass Cultural Council to review the discrepancy in attempts to hold the Town harmless in terms of retained funds from previous years.

Correspondence:

- Family Continuity's Blackstone Valley Connector will hold a forum on Thursday, January 25, 2018.
- Blue Wave: Project Update with Milestone Dates
- Massachusetts's Selectmen Association Annual Business Meeting on Saturday, January 20, 2018

New Business:

Assessor Services:

Harald Sheid, President of Regional Resource Group
David Manzello, Millville Assessor.

The President of Regional Resource Group, Harald Sheid and Millville Assessor David Manzello were present. It was explained there have been changes to the Assessor's Department which involved reviewing the assessments and submitting this to the State to allow the Town to set the tax rate and get the bills out as required. Harald Sheid has a 6 month proposal for continued services for the Board to review. The Regional Resource Group services 31 communities in the Commonwealth with long term contracts. It has been in business for 15 years. The company is currently working on a technology which would allow for an online staff member to be present for any resident seeking information or help regarding Assessor issues for up to a 40 hours week. This technology is being tested currently in Boylston, so it would not be available to Millville until next fiscal year. The Board of Selectmen were provided with references and a sample contract. The Board was also able to review a draft brochure for the Town of Millville which includes information about property assessments, tax revenues and expenditures. This brochure will be placed online for residents to view and made available in hard copy form.

The Board would like to set up a workshop to discuss overall strategies concerning assessor related functions. The Town Administrator will have Town Counsel review the draft proposal for the next six months and consider a possible long term contract.

Old Business:

Central Street Utility Pole Relocation Petition:

The Board is in receipt of the paperwork for the Central Street utility pole relocation petition.

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board voted unanimously to approve the submission for a pole relocation petition.

Selectman's Forum:

BMRSD joint meeting.

Chairman Rapoza indicated that there was a Joint Meeting on January 10, 2018 with the School Department. The numbers presented show an 8.4% increase. The School was asked to supply a 3 year financial plan in the fall which showed only about a 3.1% increase. Chairman of the Finance Committee, Paul Ouellette joined the discussion. The Board of Selectmen want real numbers which are sustainable and how to right size our budget to meet these needs. The Town is currently looking at a \$500,000 deficient before the school numbers. There will be additional meetings on the school budget. The next Finance Committee meeting is Thursday, January 25, 2018 at 7:00 pm.

Town Administrator's Report:

Emergency Response:

The Town Administrator reviewed the Town's Emergency Response to Storm Grayson which lasted 72 hours followed by extreme cold. The Town improved advanced communications with the townspeople and officials prior to this storm, including issuing a Severe Storm Warning Notice which went out using a variety of media to inform residents about relevant information. The Town opened a shelter at the Millville Elementary using volunteers and staff for all residents. There will be a look at what resources will be needed for the shelter such as cots, food, drinks, etc. if there is a need for a shelter in the future.

Warrant Schedule:

The warrant will be opened at the next meeting.

Board of Selectmen:

The Board of Selectmen were presented with the annual meeting schedule.

FY 2019 Budget:

The Board of Selectmen were provided with a tentative budget schedule.

Mass Development Visit:

MASS Development will be visiting and will be looking at priority Town properties (Mug Pub; Old Town Hall, land along the river). This will be done to see how we can grow business development. The Town Administrator is looking for technical planning assistance and possible grant funding to redevelop such properties to generate economic growth.

Future Meeting:

- Monday, February 5, 2018.

Adjourn:

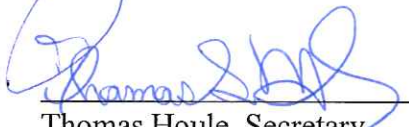
On a motion made by Jennifer Dean Wing and seconded by, Andrew Alward, the Board of Selectmen voted unanimously to adjourn the meeting at 8:50 pm.

Respectfully Submitted,

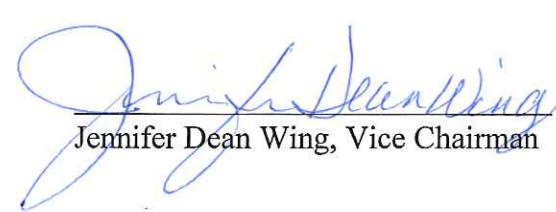
Amy Sutherland
Recording Secretary



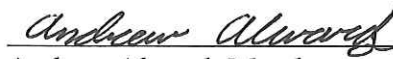
Joseph Rapoza, Chairman



Thomas Houle, Secretary



Jennifer Dean Wing, Vice Chairman



Andrew Alward, Member