

MILLVILLE BOARD OF SELECTMEN

MEETING MINUTES

Millville Senior Center, 40 Prospect Street

February 6, 2017

Board Members Present: Chairman Joseph Rapoza; Vice Chairman Jennifer Dean Wing, Roland Barrett and Selectman John Laura

Also Present: Town Administrator, Jennifer Callahan

The Chairman opened the meeting at 7:09 pm.

Announcements:

- There will be a BMR budget workshop meeting on Saturday, February 11, 2017 at 8:00 am at the BMR High School Cafeteria to discuss the budget. Representatives from Millville plan on attending. This meeting will be recorded.

Minutes:

January 23, 2017

- *On a motion made by Jennifer Dean Wing and seconded by Roland Barrett, the Board of Selectmen voted unanimously to accept the minutes from January 23, 2017.*

Public Forum/Citizen Comments:

- There were no citizen comments.

Boards/Committees:

Quint Engine Update:

Chief Landry and Deputy Chief Steve Furno were present to provide an update on the Quint Engine. The engine should be ready within a week. The final repairs on the ladder and pump are being done. Those repairs were done by 5 Star. To date we have spent \$9,000.00. The engine will need body work. The remaining repairs are estimated at \$32,000.00. This amount was discussed at previous meetings. There was a question about where the additional funds would come. The Town Administrator indicated that there was an appropriation in the Fall for this purpose. She also indicated that there is a process for Capital Appropriations. Selectmen Dean-Wing would like to make sure that this account is for just the truck. There was also a question about if there will be a certification with the Quint Engine. Chief Landry indicated that the specifications and work done on the Quint exceed the current standards and this is written on the report. The BOS would like to make sure the report is enough for the insurance on the engine.

POSTED
Online

Old Business:

Green Communities:

There is an extension of the Green Communities Grant until May 30, 2017.

Annual Town Report:

The Board of Selectmen discussed the dedication of the annual report. It was recommended that the report be dedicated to the Millville 100th Centennial.

On a motion made by Jennifer Dean Wing and seconded by Roland Barrett, the Board of Selectmen voted unanimously to dedicate the Annual Report to the Millville 100th Centennial.

The BOS is in receipt of those who have passed away over the last year. There was a question about the inclusiveness of this list. This will be double checked with Clerk and selection for in memoriam dedication will then follow from the provided list.

Selectman's Forum:

Communication Protocol Discussion:

The Chairman communicated that he would like to make sure that all selectmen are aware of situations/complaints that occur so that all members receive the same information and can discuss it as a group. If some of the situations require executive session then this can be arranged. Please let the Town Administrator know when a situation like this requires to be placed on an agenda.

Selectmen Laura would like to see a heater be placed in the police station garage. He also suggested that this area be for FEMA. The Town Administrator indicated that she will speak with the Chief and can provide prices of this at the next meeting. She also communicated that the Town Clerk has been offered options and has been asked several times to move inside the police station but she prefers to keep with her current set up for brief intervals, until operations move to the future town hall..

Town Administrator Report:

Town Hall:

The relocation of the town hall is moving ahead quickly.

The following is being accomplished:

- Wiring and cable in the BOS meeting room this week.
- Placement of wires for future cable security cameras within the next week.
- BOS meeting room studded off and wall board and plaster up and ceiling will be dropped.
- Bathrooms are all set for blue boarding and actual fixtures will be added.
- State computer will in placed and line within the month.
- Projected moving date beginning of March.

Complete Streets Grant & Policy:

The Complete Street Grant and Policy was submitted and we received a score of 91. The range was 70-92. This submittal was a joint effort.

Finance Chairman Paul Ouellette was present and he explained that Capital and Finance were aware of this expense. The Board of Selectmen, Finance and Capital Committee provide the oversight of the Town Wide Capital Line Item approved at the Fall Town Meeting.

Chief Landry also explained that the police are taking an active role in new Zoning Enforcement Task Force. Recently, there was illegal dumping and the business was fined \$2,100.00. The Town Administrator thanked the police chief for cooperating and attending the meetings to keep all departments on the same page when it comes to enforcement throughout town.

Town Clerk:

IIMC Foundation Scholarship:

The Town Clerk received a scholarship in the amount of \$400.00 from IIMC. The Town Clerk is also looking to improve Millville's rank within the region for the Bertonazzi Civic Foundation which gives awards for the best voting town. We currently only had 25% of the residents voting. The goal is to improve this number. The town clerk is making this a priority.

Millville Estates:

There was a question if the plan for Millville Estates has been approved. As a Member of the Planning Board, Steve Furno communicated that no plans have been approved by the planning board.

Correspondence:

- The town received information about the MMA holding legislative breakfasts. If anyone is interested, contact the Town Administrator.
- George Warren presented information on the Liberty Bell Bill.
- The town received information from the Heritage Corridor about the bicycle racks. These are free to the town except for the shipping costs. The locations will be determined.

New Business:

Annual Town Meeting:

- *On a motion made by Jennifer Dean Wing and seconded by John Laura, the Board of Selectmen voted unanimously to open the town warrant for the Annual Town Meeting to be held on May 8, 2017.*

There was a recommendation that the Board of Selectmen be provided any warrants which come in to know ahead of time what is submitted. It was suggested that this also be shared with the town moderator.

Snow & Ice Removal:

The Town Administrator provided the BOS with a copy of the updated snow removal account. The allocated amount was \$80,000 and spent to date is \$74,000.00. The Town Administrator wanted to bring this to the attention of the BOS. Under the new Municipal Modernization Act, the Town Administrator, acting as Chief Procurement Officer, can approve the overage and then this goes to the town meeting for a vote. The BOS did not need to vote on this with the enactment of the new law.

Budget Preparation:

The budget preparation will be a little different than last year. The Town Administrator and new accountant team will sit with the various departments in reviewing budget preparations. The Town Administrator has already convened several budget workshops with the BOS, Accountant(s), FinCom and Capital Planning Committee.

Vacant Town Hall Building:

The paperwork with the insurance on the vacant town hall building has been submitted prior.

Future Meeting:

- The next Board of Selectmen meeting will be Tuesday, February 21, 2017 at 7:00 pm due to the holiday.

Adjourned:

On a motion made by Jennifer Dean Wing and seconded by John Laura, the Board of Selectmen vote unanimously to adjourn.

The Board of Selectmen voted by Roll Call vote to go into executive session to consider the purchase, exchange, lease or value of real estate which the Chair declares an open meeting may have a detrimental effect on the negotiating position of the town.

Roll Call Vote:

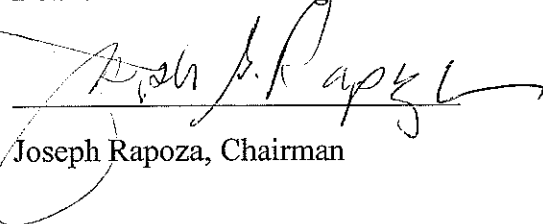
Joe Rapoza	<i>Aye</i>
Roland Barrett	<i>Aye</i>
Jennifer Dean Wing	<i>Aye</i>
John Laura	<i>Aye</i>

The regular meeting adjourned at 8:38 p.m.

Respectfully submitted,

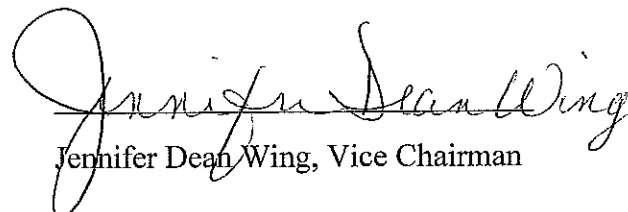
Jennifer Callahan & Amy Sutherland

Board of Selectmen Signatures:

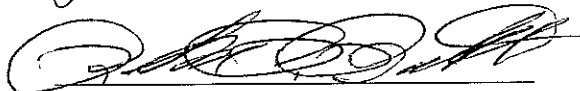


Joseph Rapoza, Chairman

John M. Laura, Secretary



Jennifer Dean Wing, Vice Chairman



Roland P. Barrett, Member